Charleston, S.C.

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Follin-Wenger Co Address Columbus Ave, Charleston
Person interviewed Mrs. Kimbo, Mr. J.J.-? Seeing & Treas.
2. Product Cigars Position Forman

3. No. employed:

	W.	C.
Men	1	1
Women	23	4
Total		

Day

	W.	C.	Total
Boys	1		3
Girls			27
Total			

30

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

4. Firms scheduled hours:

Daily: Begin 8 End 5 Lunch period 1 Rest period — Total 8

Saturday " 1 " 12 " " — " " — " 4

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 44

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime Occasional

6. Seasonal Busy Oct. & January - Slack Jan - April

7. Employment Policy:
Employment manager — Or centralized method — Foremen ✓
Records kept X
Labor turnover No record

8. Subcontract shop X Home work given out X

Date 11/17/21 Agent Ethel S. Best.

Note on old front sheet.

Charleston S.C.
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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Follin-Mayo Co. Address [illegible] Charleston
Person interviewed [illegible]
2. Product Cigars Position Foreman

3. No. employed:

	W.	C.
Men	1	1
Women	23	4
Total		

Day

	W.	C.	Total
Boys	1		1
Girls			27
Total			

	W.	C.
Men		
Women		
Total		

Night

	W.	C.	
Boys			
Girls			
Total			

4. Firms scheduled hours:

Daily: Begin 8 End 5 Lunch period 1 Rest period ____ Total 8

Saturday " 8 " 12 " " ____ " " ____ " 4

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 44

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime Overtime

6. Seasonal Busy October to January - Slack Jan - April

7. Employment Policy:
Employment manager ____ Or centralized method ____ Foremen ✓
Records kept ✗
Labor turnover No record

8. Subcontract shop ✗ Home work given out ✗

Date 11/17/21 Agent Ethel L. Best

Mr. Mary said Bill was plentiful now so that he was able to turn off the another force & still keep his girls - couldn't have done that a year & a half ago. Business has more than a year ago but steadily picking up - factory was closed from March to September - did not know what girls did during this period but most of them came back all right. The only other cigar firm is employing more & more colored women & white girls do not like to work them on that account.

7

9. Buildings:
No. 1 Mat. brick Entire ✓ Part ×
Const. - New — Old ✓ Rmld — Fair ✓ Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	—							
1.	storage-cutting-mix-stamping					✓		✓
2.	making gears							✓
3.	—							
4.	—							
5.	—							
6.	—							

11. Halls: door from street stairs opens directly into 2nd floor work room
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	outside		wall	×	✓	×	✓	×	×	X	✓	
1	from 2nd to 1st floor room		wall	×	✓	×	✓	×	×	X	✓	

X

13. Exits: door to street from 1st floor workroom - 1 to yard - 1 to yard - 2 from 2nd floor work room
Outside, no. — Open out — In ✓ Slide — Obstruct. any exit —

14. Firescape rqd: × No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall × Door × Spklr × Extg × Bkt ✓ Hose × Other ×

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. ✓ Guard ✓ Optr. foreman Empl.rstrct ✓

Workrooms. No. 2

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st	wood	✓	X	—	1st	X	X		✓	X	X		✓	X	X	✓
2nd	"	✓	X	—	2nd	✓	X		✓	X	✓		✓	X	✓	X
						[illegible]	—				—					
						[illegible]										

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque [illegible]
Clean ✓ Modern — Curtain, loc [illegible] of 2 floor workroom

21. Clngd. by girls ✓ Men — Jant. ✓ Janitress — Other — No. resp. X
Swept by girl, organized — cleaned on Sat

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1			✓			no benches			✓					✓		✓
2				✓	✓		✓				✓			✓		✓

25. Glare, loc. Lights hang from ceiling + on side of pillars [illegible]

26. Reflection —

27. Heating system 2 elbows on second floor — none on 1st

28. Ventilation:
App. o.k. windows Art. X Kind X Loc. X

29. Special prob.
Heat — Cold ? Dust ? Lint — Humid — Fumes —
Other —

30. Strain:
Eye ✓ Post ✓ Lift — Press — Reach — Speed — Other [illegible]
probably other packers

31. Hazard:
Occupation Boxmaker operates [illegible] Workroom Sifter is provided — workroom
sifter is exposed to much dust

Sanitation:

31. Drinking facilities, loc. _____ Conv. _____
Bblr. _____ San _____ Tank _____ Cooler _____ Faucet _____ Other _____
Cup, common _____ Individ _____ Kind _____

32. Washing facilities: If none, where wash _____

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often

33. Toilets: Kind _____ Sep _____ If none, arngmt _____
Flush, hnd _____ Auto. seat _____ Repr _____ Plb. cl _____ Paper _____ Instrt _____

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl

Total no. seats _____ No. wmn. per seat _____
Clng. by girls _____ Men _____ Jant. _____ Janitress _____ Other _____ No resp _____
Swept reg. _____ Freq _____ Wrk. hrs _____ Scrub reg _____ Freq _____ Wrk. hrs _____

Service and Welfare.

34. Lunchroom, combined with _____ Prov. _____ Kind _____
Loc _____ Equip o.k. _____ Cln _____ Lt. nat _____ Art _____ Vent. o.k. _____
Prov. hot food, drnk only _____ Cooking convncs _____ Supr _____ If None _____

35. Restroom, cmbd. with _____ Prov. _____ Loc _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art _____ Vent o.k. _____ Supr _____ If none _____

36. Cloakroom, combined with _____ Prov. _____ Loc _____ Conv _____ Lkr _____
Shlv. _____ Hngr _____ Wl. hk _____ Seats _____ Cln _____ Lgt. nat _____ Art _____
Vent. o.k. _____ Supr _____ If none, _____ lkr _____ shlv _____ hngr _____ Wl. hk _____

37. Health Service:
Hosp. _____ Chg. of _____ Dr. reg _____ On call _____ 1st aid _____
Chg. of _____ Med. exam. _____ Health rec. _____ Acc. Rec. _____
Comp. _____ Kind acc. w. _____

38. Other welfare: _____

x There were 3 seats unused & screened but 2 were out of order and could not be used – nobody responsible for them – Mr. Foreman said jan to clean occasionally – didn't know when – girls said it was never cleaned – closed & white girls had their own place but colored girl was seen coming from men's toilet – white girls went up down stairs toilets

xx Most girls went home for lunch – a few stayed – seats on tables – break room covered with old cloth – fabric, odds & ends of bread, pie lying around – long benches with at tables each side of the tables – a few pretty – chairs – room is open at top – really just a partitioned place – entire of work room – windows one side –

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand													
Sit or st.													

12-1-2

Charleston SC

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Branch of American Tobacco Co. Address 116 Drake (Drake) (Cedar)
Person interviewed Mr. Lamb
2. Product Cigars Position Manager

3. No. employed:

	W.	C.
Men	20	34
Women	138	277
Total		

Day

	W.	C.	Total
Boys			54
Girls	2		417
Total			471 ✓

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

4. Firms scheduled hours:

Daily: Begin 8 End 5 Lunch period 1 Rest period — Total 8

Saturday " 8 " 1 " " — " " — " 5

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 45

Shifts weekly number of periods — Total shifts weekly hours —

Stemmers are working temporarily

Daily: Begin 7:30 End 1 Lunch period — Rest period — Total 5½

Saturday " 7:30 " 1 " " — " " — " 5½

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 33

Shifts weekly number of periods — Total shifts weekly hours —

5. Overtime or undertime —

6. Seasonal Slack after Xmas for several months

7. Employment Policy:
Employment manager — Or centralized method — Foremen hire & fire all hands — stemmers
Records kept —
Labor turnover —

8. Subcontract shop — Home work given out —

Date 11/10/ Agent Blank

Mr. Schneider said the calling was now done without the aid of a switchboard & the girls liked it just as well & could often work through most of their lunch period as they did not have to wait for the switchboard to be turned on as they used to.

9. Buildings:
No. 2 Mat. brick Entire ✓ Part —
Const. - New — Old ✓ Rmld — Fair — Unsafe — Other well kept

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	Casing, boxing & wrapping after drying goods - down	—	—	—	—	✓	with lunch	✓
1.	packing, handling - offices	✓	✓	—	—	✓	with lunch	✓
2.	Cigar making	—	✓	—	—	✓	with lunch	—
3.	Box dept.	—	✓	—	—	✓	with lunch	—
4.	Storage	—	—	—	—	—	—	—
5.		—	—	—	—	—	—	—
6.		—	—	—	—	—	—	—

11. Halls:
Indirect — Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
2	Off hall at back end of workrooms	1/2	on one side	✓	✓	✓	✓	—	—	✓	✓	—

13. Exits:
Outside, no. 2 from each workroom Open out ✓ In — Slide — Obstruct.any exit —

14. Firescape rqd: No No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall — Door ✓ Spklr ✓ Extg — Bkt ✓ Hose — Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. any of the men in the shipping dept - elevator is unset, and — man tdy. Empl.rstrct —

Workrooms. No. 11 + note on back

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
B	wood	✓	✓						✓	✓	✓		✓	✓	✓	✓
1	wood	✓	✓						✓	✓	✓		✓	✓	✓	✓
2	wood	✓	✓						✓	✓	✓		✓	✓	✓	✓
3	wood	✓	✓						✓	✓	✓		✓	✓	✓	✓
4	wood	✓	✓						✓	✓	✓		✓	✓	✓	✓

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque painted
Clean ✓ Modern — Curtain, loc. in packing room

21. Clngd. by girls ✓ Men — Jant. — Janitress — Other — No. resp. ✓
Other men — janitor — contract cleaning

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
B	✓						✓			✓				✓		✓
1			✓		✓		✓							✓		✓
2			✓				✓						✓	✓		✓
3				✓			✓					✓		✓		✓
4				✓										✓		✓

25. Glare, loc. Stenning room & large part of machine in top of window — a light shade

26. Reflection Some — a few men — by lift

27. Heating system Overhead steam pipes

28. Ventilation:
App. o.k. ✓ Eff. — bulk — exhaust fan Art. ✓ Kind long pipes Loc. from stenning room

29. Special prob. (not on back)
Heat ✓ — bulk — stenning room Cold — Dust ✓ Lint — Humid — Fumes ✓
Other

30. Strain: packing (not on back)
Eye ✓ Post — Lift — Press — Reach — Speed — Other

31. Hazard:
Occupation Sealing cigars — mouth? Workroom —

a- The factory consists of a large main building - 4 story + basement - attached to this bldg. were 2 long, low, one story rooms at each end of bldg. connected by a passage to. In the one story rooms was a annex of 2 stories + basement where the cutting & dipping was done - no women worked in this building.

b- Large moulds of tobacco are left in hot steam compartment for 14 days; then steam is turned off + closed room goes in + take the bulk apart + build it up in neighboring compartment with the tobacco that was in the centre of the pile on the outside + that on the outside in the centre. It is then steamed for 14 more days when women again take the bulk apart + it is sent to the dipping room. The lint + fumes in these compartments made it impossible for the agent to stay a minute. Some of the women wore handkerchiefs on their mouth & nose.

c- The women who pack cigars in boxes learn to inhabit the cigars meaning + color. This can only be done by daylight + requires very good eyesight.

Sanitation:

31. Drinking facilities, loc. in each workroom Conv. ✓
Bblr. — San — Tank — Cooler ✓ Faucet — Other —
Cup, common ✓ (sanitized) Individ — Kind —

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
2	in each floor	✓	✓	✓	X	X	✓			✓	2 towels changed daily
	1 for women & 1 for men										
	closed										
1	in basement										

33. Toilets: Kind flush Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat — Repr ✓ Plb. cl ✓ Paper ✓ Instrt —

No. T. R.	No. seats	Fl.	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k.	Vnt oth rm.	Art vnt o.k.	Lgt nat o.k.	Lgt art o.k.	Cl
W 3	11			✓	✓	✓		—	✓	✓	✓	—	—	✓	✓	✓
Cl 4	12															

Total no. seats 23 No. wmn. per seat W-15 Cl-26
Clng. by girls — Men — Jant. — Janitress — Other regular cleaners No resp. —
Swept reg. ✓ Freq. 2 daily Wrk. hrs ✓ Scrub reg ✓ Freq. weekly Wrk. hrs Set after —

Service and Welfare.

34. Lunchroom, combined with cloakroom Prov. long tables Kind chairs
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

35. Restroom, cmbd. with — Prov. — Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with lunchroom Prov. ✓ Loc front workroom Conv ✓ Lkr —
Shlv. — Hngr — Wl. hk ✓ Seats ✓ Cln ✓ Lgt. nat ✓ Art ✓
Vent. o.k. ✓ Supr — If none, — lkr — shlv — hngr — Wl. hk ✓

37. Health Service:
Hosp. — Chg. of — Dr. reg — On call — 1st aid ✓
Chg. of forewoman Med. exam. — Health rec. — Acc. Rec. —
Comp. — Kind acc. w. —

38. Other welfare: —

* Although large desks & bound rooms were provided for the school makers on each floor, many of the items performed to hang their wraps on the walls of the work room.

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
bunching	chairs	not		foot rest		*							
rolling	"	"	"										
bending	"	"	"										
Stand													
heating													
hanging													
Sit or st.													
bulking	cloth												
running	"												
feeding lines	"			foot rest									

39. Girls doing bulking should be provided with clothing that can be changed immediately after leaving bulking compartment.

(34-1-3) (153)

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Seidenberg & Co Address Greenville S. C.
Person interviewed Mr. M A Levy
2. Product Cigar Mfg. "Lady Churchill" Position Sup't.

3. No. employed:

	W.	C.		W.	C.	Total
Day						
Men	26	X	Boys	—	—	26
Women	138	20	Girls	8	—	166
Total	164	20	Total	8	—	192
Night						
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours:

Daily: Begin 7:30 End 5:30 Lunch period 40 min Rest period — Total 9 hrs 20 min

Saturday " 7 " 12 " " " " " " 5

Shifts " " " " " "

9. Buildings:
No. 1 Mat. brick Entire ✓ Part ✗
Const. - New 1 Old 1903 Rmld ✗ Fair — Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	Office, raw material	✓						
2.	stripping		✓				✓	
3.	bunching, rolling							
4.	packing and shipping.							
5.								
6.								

11. Halls:
Indirect ✗ Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other ✗

12. Stairway:

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	front	½	bx	+	✓	✓	✓	✗	✗	✓	✓	✗
1	rear (first to 2d floors)	✓	—	✗	✓	✗	✓	✓	✓	✓	✓	open treads

13. Exits:
Outside, no. 4 Open out 3 In 1 Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: ✗ No. 1 Well ✗ Str. ✗ Step Ladr. ✓ Other ✗ Exit, kind door

Obst. ✗ Firewall ✓ Door ✓ Spklr ✗ Extg ✓ Bkt ✓ Hose ✗ Other ✗
3 on ea. floor

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. ✓ Empl.rstrct do not use

Workrooms. No. 3

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2d fl. Strip		wood	✓	✓	✗		✗	✗		✓	✓	white ✓		✓	✓	beams ✗	✗
3d fl. Making		"	✓	✓	badly worn		✗	✗		✓	✓	✓		✓	✓	"	✗
4th floor Packing		"	✓	✓	"		✗	✗		✓	✓	✓		✓	✓	✓	✗

20. Light, nat. adqt. ✓ Inadqte, where ✗ Windows opaque painted
Clean ✓ Modern ✗ o. K. Curtain, loc all sides.

21. Clngd. by girls ✗ Men ✗ Jant. ✗ Janitress ✓ Other 1 sweeper No. resp. ✗
Swept twice a day at noon and a.m. Oiled and cleaned once a year.

	22. Windows.					23. Work bench.					24. Art. lt. kind.					
	Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
2d strip				✓			✓	✓				✗	✗	✓	✗	✗	✓
3d making				✓			✓	✓				✗	✓	✗	✗	✗	✓
4th packing				✓		✓	✓	✓	✓	✓		✗	✓	✗	✗	✗	✓

25. Glare, loc. None - windows painted - curtained rather slovenly - on 2d floor -

26. Reflection None -

27. Heating system steam - radiators

28. Ventilation: Suction pipes overhead - 3d floor to take out dust. Saw-toothed roof — 4th floor
App. o.k. ✓ Art. ✓ Kind ventilators Loc. 4th floor

29. Special prob.
Heat ✗ Cold ✗ Dust ✗ not noticeable - Lint ✗ Humid ✗ Fumes ✗
Other ✗

30. Strain: Grading 13 shades of ~~tobacco~~ cigars - Lighting specially good and screened both natural and artificial.
Eye ✗ Post ✗ Lift ✗ Press ✗ Reach ✗ Speed ✗ Other ✗

31. Hazard:
Occupation None Workroom —

Sanitation:

31. Drinking facilities, loc. on each floor Conv. ✓
Bblr. ✗ San — Tank ✓ Cooler ✓ Faucet ✓ Other ✗
Cup, common ✗ Individ ✗ Kind —
Each girl must have her own.

32. Washing facilities: If none, where wash —

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
2d floor 1	2 faucet trough	✓	✓	✓	✗	✗	✗	✗	—	—	
3d floor	4 " "	✓	✓	✓	✗	✗	✗	✗	—	—	
4th floor	2 " "	✓	✓	✓	✗	✗	✗	✗	—	—	

Foremen and forladies provided with towels 3 times a week.

33. Toilets: Kind Plumbing Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k.	Vnt oth rm.	Art vnt o.k.	Lgt nat o.k.	Lgt art o.k.	Cl
4th floor 1	2	✓	—	✓	✓	✓	✗	✓	✓	✓	✓	✗	0	✓	✓	✓
3d floor 1	4	✓	—	✓	✓	✓	✗	✓	✓	✓	✓	✗	0	✓	✓	✓
2d floor 1	4	✓	—	✓	✓	✓	✗	✓	✓	✓	✓	✗	0	✓	✓	✓

Total no. seats 10 No. wmn. per seat 1.7
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✓ Other ✗ No resp ✗
Swept reg. ✓ Freq 3 a wk Wrk. hrs ✓ Scrub reg ✓ Freq 3 a wk Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with dressing Prov. ✓ Kind tables and benches.
Loc 2d floor — Equip o.k. ✓ Cln ✓ Lt. nat ✓ Art ✓ Vent. o.k. ✓
Prov. hot food ✗ drnk only ✗ Cooking convncs ✗ Supr Janitress If None —
workrooms are closed 30 minutes - must eat elsewhere.

35. Restroom, cmbd. with ✗ Prov. ✗ Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none all have sitting jobs.

Railsor racks without hooks - on which wraps are laid.

36. Cloakroom, combined with lunchroom Prov. ✓ Loc 2d fl. Conv ✓ Lkr ✗
Shlv. ✗ Hngr ✗ Wl. hk ✗ Seats ✗ Cln ✓ Lgt. nat ✓ Art ✓
Vent. o.k. ✓ Supr Janitress If none, lkr shlv hngr Wl. hk
4th floor has a corner curtained off with wall hooks.

37. Health Service:
Hosp. ✗ Chg. of ✗ Dr. reg ✗ On call ✓ 1st aid in office
Chg. of Supt Med. exam. ✗ Health rec. ✗ Acc. Rec. none in 8 yrs.
Comp. No. would pay doctor's bills and keep on the payroll. Kind acc. w. - None.

38. Other welfare: ✗

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kind Girl	Misc by girls
Sit packing	st.	×	✓	0	×		✓	✓	×	✓	apron	✓
stripping	ch.	×	✓	0	×		✓	✓	×	✓	"	✓
sorting	st	×	✓	0	×		✓	✓	×	✓	"	✓
bunching	st	×	✓	0	×		✓	✓	×	✓	"	✓
Stand												
Sit or st.												
Banding -	st	×	✓	0	×		✓	✓	×	✓	"	✓

— South Carolina —

Cotton Goods

76 Schedules

5-9-19 (2)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Sikes Mills Address Bath, S.C.
Person interviewed A. S. Tousignant
2. Product Marquisette curtains Position Asst. Supt.
D. Tousignant - Supt.

3. No. employed:

	Day W.	Day C.		Day W.	Day C.	Day Total
Men	307	52	Boys	6		365
Women	127	11	Girls	7		145
Total	434	63	Total	13		510

510
44
554

	Night W.	Night C.		Night W.	Night C.	Night Total
Men	37		Boys			37
Women	7		Girls			7
Total	44		Total			44

(no hours given & see margin)

4. Firms scheduled hours:

Daily: Begin 7 End 6 Lunch period 1hr Rest period ____ Total 10

Saturday " 7 " 12 " " ____ " " ____ " 5

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

night

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5 Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager X Or centralized method — Foremen Overseers
Records kept —
Labor turnover —

8. Subcontract shop X Home work given out X

Date 1-30-22 Agent H. M. Hawkins

9. Buildings:
No. 7 Mat. brick Entire ✓ Part —
Const. - New — Old — Rmld — Fair ✓ Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	cloth weave weave shed.	X	X	X	X	✓	X	✓
2.	Picking (no women) card filling spinning, slashing (no women)	✓	X	X	X	✓	X	✓
3.	warp spinning, spooling, warping & twisting	X	X	X	X	✓	X	✓
4.								
5.								
6.								

11. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	in tower		✓	X	✓	✓	✓	X	X	✓	✓	—

13. Exits:
Outside, no. 2 observed, an another were more Open out ✓ In — Slide — Obstruct.any exit —

14. Firescape rqd: — No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg ✓ Bkt ✓ Hose — Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 2 Guard ✓ Optr. — Empl.rstrct —

Workrooms. No. 8

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all workrooms on all floors	hard wood	✓	✓			X	X		✓	white ✓	✓		✓	white ✓	✓	

20. Light, nat. adqt. ✓ Inadqte, where X Windows opaque \
Clean ✓ Modern X Curtain, loc ✓

21. Clngd. by girls X Men — Jant. — Janitress — Other scrubber ✓ No. resp. ____
swept 2 or 3 times daily scrubbed daily thorough cleaning Sat.

22. Windows.							23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l		Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
* drawing in middle first			✓										✓			Bell shape	
weave				✓			✓	✓	✓						✓	pan shape	
weave shed			✓			monitor	✓	✓	✓	✓					✓	pan	"
card.		✓					✓		✓						✓	pan	"
fill skein			✓				✓	✓	✓						✓	pan	"
spin / spool warp twist				✓			✓	✓	✓							pan	"

monitors painted white to lessen glare + reflection.

25. Glare, loc. X

26. Reflection X

27. Heating system steam overhead

28. Ventilation: American Lumber (weave room - American Stoniger
App. o.k. ✓ Art. — Kind ____ Loc. ____

29. Special prob.
Heat — Cold — Dust — Lint — Humid — Fumes —
Other ____

30. Strain:
Eye ____ Post ____ Lift ____ Press ____ Reach ____ Speed ____ Other ____

31. Hazard:
Occupation ____ Workroom ____

Sanitation:

31. Drinking facilities, loc. toilet rooms. Conv. ✓
Bblr. ✓ San X Tank — Cooler — Faucet ✓ Other —
Cup, common — Individ — Kind —

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
1st fl.	white porcelain	✓	✓	✓	X	X	X	X	X	X	
2nd fl.	" "	✓	✓	✓	X	X	X	X	X	X	
3rd fl.	" "	✓	✓	✓	X	X	X	X	X	X	

33. Toilets: Kind Plumbing Sep ✓ If none, arngmt —
Flush, hnd X Auto. seat ✓ Repr ✓ Plb. cl ✓ Paper ✓ Instrt

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k.	Vnt oth rm.	Art vnt o.k.	Lgt nat o.k.	Lgt art o.k.	Cl
Wmn 1	3	1st	fl.	✓	✓	✓	X	✓	✓	X	✓	✓	—	✓	✓	✓
Mard 2nd 1	3	1st	fl	✓	✓	✓	X	✓	✓	X	✓	✓	—	✓	✓	✓
card room 1	2	2nd	fl	✓	✓	✓	X	✓	✓	X	✓	✓	—	✓	✓	✓
spin etc	2	3rd	fl.	✓	✓	✓	X	✓	✓	X	✓	✓	—	✓	✓	✓

Total no. seats 10 No. wmn. per seat 14
Clng. by girls — Men — Jant. — Janitress — Other scrubbers No resp —
Swept reg. ✓ Freq 2 daily Wrk. hrs ✓ Scrub reg ✓ Freq daily Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with X Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

35. Restroom, cmbd. with X Prov. — Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with X Prov. — Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, — lkr — shlv — hngr — Wl. hk ✓

37. Health Service:
Hosp. X Chg. of — Dr. reg — On call ✓ 1st aid iodine
Chg. of foreman Med. exam. — Health rec. — Acc. Rec. —
Comp. legislat. U.S. Casualty Kind acc. w. —
During time of inspection one man had hand crushed. Doctor was there in about 5 minutes.

38. Other welfare: Mill village. Community worker - Miss Breland.

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit weaving	chair	X	✓	none	X							
inspecting	chair	X	✓	none								
drawing in	chair	X	✓	none								
			✓									
Stand weave	—	—	X									
cord, spool, spool												
tentering, warp.												
Sit or st.												

22. New cloth room being constructed, expecting to gain within one week.

15-9-41

(7)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Baldwin Cotton Mills Address Chester S. C.
Person interviewed Mr. Lucas
2. Product Medium shirtings and cement bag cloth. Position Secy. Treas.
3. No. employed:

Day

	W.	C.			W.	C.	Total
Men	159	51	294	Boys	15		225
Women	100	8		Girls	17		~~134~~/25
Total	259	59		Total	32		350

Night

	W.	C.			W.	C.	
Men	175			Boys			175
Women	~~36~~25			Girls			~~36~~25
Total	200			Total			200

Dec. 31, 1921

550

4. Firms scheduled hours:

Daily: Begin 7:00 End 6:00 Lunch period 12-1 (1 hour) Rest period — Total 10

Saturday " 7 " 12 " " — " " — " 5

Noon - Shifts " " " " 1 hr. " " " "

Regular weekly number of days 5 1/2 Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

Clin. 7, 8, 9, 10 – 3, 4, 5, 6 - Sat 7-12. 45 hrs.

Night

Daily: Begin 6:00 End 4 Lunch period — Rest period — Total 10

Saturday " X " X " " X " " X " X

Shifts " " " " " " " " "

Regular weekly number of days 5 Total weekly hours 50

Shifts weekly number of periods — Total shifts weekly hours —

5. Overtime or undertime None.

6. Seasonal Steady employment. No seasonal demand.

7. Employment Policy:
Employment manager X Or centralized method ____ Foremen Overseers.
Records kept X
Labor turnover No figures.

8. Subcontract shop X Home work given out X

Date 1/30, 1/31 /1922 Agent M. R. L.

9. Buildings:
No. 3 Mat. brick Entire ✓ Part ×
Const. - New × Old 1903 Rmld × Fair × Unsafe × Other ×

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
		×	×	×	×		×	×
Bldg #1 — B. ½ story	Winding					✓		
1.	(Weave) (spool creel) (draw-in, slash)					✓		
Warehouse - #3	Cloth room etc -					✓		
3.		×	× Store	×	×		×	×
Bld #2 — 1	Carding, (a women)							
2	Spinning - speeding					✓		
6. Office and warehouse separate								

11. Halls:
Indirect × Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other ×

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other
2	#2 bldg. middle and end.	½	br.	×	✓	✓	✓	✓	×	✓	✓	×
1	#1 bldg. end. also covered passageway to #2 bldg.	½	br	×	✓	✓	✓	✓	×	✓	✓	×
0	warehouse=1 story											

13. Exits:
Outside, no. 4 Open out ✓ In × Slide × Obstruct.any exit ×

14. Firescape rqd: × No. — Well — Str. — Lad. — Other — Exit, kind —
Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg × Bkt ✓ Hose ✓ Other ×
in picker room. Supt says have fire almost every day there.

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. × Empl.rstrct do not use - trapdoor

Workrooms. No. 7

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
											white				white		
#2 - 2d fl.	spin	bldw	✓	✓	×		×	×		✓	✓	✓		✓	✓	✓	×
" 2 fl.	speed	"	✓	✓	×		×	×		✓	✓	✓		✓	✓	✓	×
#3 1st fl.	cloth	"	✓	✓	×		×	×		✓	✓	✓		✓	✓	✓	×
#1 1st fl.	weave	"	✓		slippery		×	×		✓	✓	✓		✓	✓	✓	×
" Base	wind-	"	✓		×		×	×		✓	✓	✓		✓	✓	✓	✓
" 1st	spool creel	"	✓		×		×	×		✓	✓	✓		✓	✓	✓	×
" 1st	slash-draw-in	"	✓		×		×	×		✓	✓	✓		✓	✓	✓	×

20. Light, nat. adqt. ✓ Inadqte, where Electric lights on in weave wind Windows opaque ½ prism
Clean ✓ Modern × O.K. Curtain, loc Speeding room weave "

21. Clngd. by girls × Men × Jant. × Janitress × Other ✓ No. resp. ×
34 white men sweepers + scrubbers in each dept, full time, daytime and 7 at night

22. Windows.						23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
spin			✓		✓	✓	✓	✓	✓		×	×	high	×	O	—
speed			✓		✓	✓	✓	✓	✓		×	×	"	×	O	—
weave		✓			✓	✓	✓	✓	✓		×	×	✓	×	O	—
slash-draw-in	✓				✓			✓	✓		×	✓	×	×	×	✓ bell
wind-		✓					✓				×	×	✓	×	O	—
Spool creel			✓		✓	✓	✓	✓	✓		×	×	✓	×	O	—
cloth			✓		✓	✓	✓	✓	✓		×	✓	✓	×	O	—

25. Glare, loc. No

26. Reflection No

27. Heating system steam pipes overhead -

28. Ventilation:
App. o.k. ✓ Art. × Kind — Loc. —

29. Special prob. "Air Conditioning" Vacuum stripping
Heat × Cold × Dust × Lint × Humid ✓ Fumes ×
Other 2 draw-in girls near slashes machines with good hoods but ventilating fan not regulated to carry off steam.

30. Strain:
Eye × Post × Lift × Press × Reach × Speed × Other ×

31. Hazard:
Occupation No Workroom —
Has belts and pulleys in picker room were screened -

Sanitation:

31. Drinking facilities, loc. in each dep't Conv. ✓
Bblr. ✓ San ✗ Tank ✗ Cooler ✓ Faucet ✗ Other ✗
Cup, common ✗ Individ ✗ Kind ✗

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
	Intended to be in each toilet -						One rusty iron				
	sink, not used, was in one toilet -						Sink had been				
	removed from two toilets - 1 faucet						being left				tipping
	sideways and disconnected -										

Practically no facilities - either in toilets or at bubblers -

33. Toilets: Kind plumbing Sep ✓ If none, arngmt —
Flush, hnd ✗ Auto. ~~seat~~ ✗ Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
4	4x2			✓	✓	✓	✓	✓	✓	✗	✓	✗	0	✓	✓	✓
					entrance											

Total no. seats 8 No. wmn. per seat 16
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other ✓ No resp ✗
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq daily Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. ✗ Kind Good sized room for store
Loc ____ Equip o.k. ____ Cln ____ Lt. nat ____ Art ____ Vent. o.k. ____
Prov. hot food ✗ drnk only ✓ Cooking convncs ____ Supr ____ If None ____
Canned and boxed goods + candies + cigars sold. also hot and cold drinks -

35. Restroom, cmbd. with 0 Prov. ✗ Loc ____ Equip. o.k. ____
Cln. ____ Lgt. nat. ____ Art ____ Vent o.k. ____ Supr ____ If none —
no chairs and appliances -

36. Cloakroom, combined with 0 Prov. ✗ Loc ____ Conv ____ Lkr ____
Shlv. ____ Hngr ____ Wl. hk ____ Seats ____ Cln ____ Lgt. nat ____ Art ____
Vent. o.k. ____ Supr ____ If none, ✓ lkr ____ shlv ____ hngr ____ Wl. hk ✓

37. Health Service:
Hosp. ✗ Chg. of ✗ Dr. reg ✗ On call ✓ 1st aid ✓
Chg. of Nurse Med. exam. ✗ Health rec. ✓ Acc. Rec. ✓
Comp. ✓ Kind acc. w. To hands if clean machines while in motion -

38. Other welfare: 4th grade school - 2 excellent "hotels" dormitory type. 200 houses, all have water inside, bathroom and electric lights - Rent 25¢ a room - and 10¢ a week for water from city system -

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
draw-in	ch	x	✓	none		x	x	x	—				
inspectors	"	x	✓	"	"	x	x	x	—				
	Cane seated												
Stand													
others	0	—	—	none		x	x	x	—				
Sit or st.													
draw-in	ch	x	✓										
inspectors	Cane seat		✓										
	"												

Spin - waste works law, but not covered.

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory [illegible] Address [illegible]
Person interviewed [illegible]
2. Product [illegible] Position [illegible]

3. No. employed:

	W.	C.
Men	69	73
Women	26	32
Total		

Day

	W.	C.	Total
Boys	—	—	141
Girls	—	—	58
Total			199

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

4. Firms scheduled hours:

Daily: Begin 7 15 End 6 00 Lunch period 45 Rest period ____ Total 10

Saturday " 7 15 " 12 15 " " — " " — " 4 + 5

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin 7 PM End 6 AM Lunch period 1 Rest period ____ Total 10

Saturday " — " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5 Total weekly hours 50

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime —

6. Seasonal Steady [illegible]

7. Employment Policy:
Employment manager — Or centralized method X Foremen [illegible]
Records kept —
Labor turnover

8. Subcontract shop X Home work given out [illegible]

Date [illegible] Agent [illegible]

Houses owned by company — rent 4 rooms = $1.25

5 " = 2.00

6 " = 2.50

Cloud Lake 4 " = 1.00

9. Buildings:
No. 9 Mat. brick & wood Entire ✓ Part X
Const. - New ✓ Bldgs Old X Rmld X Fair walls ✓ Unsafe X Other X

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	separate Bldg	✓	X	X	hospital room			
1. Bldg 1 1st fl.	weave room {shedding / sizing}					✓	X	only for wol. toilets
2. same 2nd fl.	twisting room {winding / spooling}							
3. Bldg 2 1st fl.	— no women							
4. 2nd fl.	& col women twisting					✓	X	in right room ✓
5.								
6.								

11. Halls:
Indirect ✓ Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other
Bldg no 1												
	2 in hallway	½	brick	X	✓	✓	✓	X	X	✓	✓	
Bldg no 2	each end of work room											
	1 in hallway	½	brick	X	✓	✓	✓	X	X	✓	✓	
	end of walkway											

13. Exits:
Outside, no. ~~two~~ 2 Open out ____ In ____ Slide ____ Obstruct.any exit X

14. Firescape rqd: ____ No. ____ Well ____ Str. ____ Lad. ____ Other ____ Exit, kind ____

Obst. ____ Firewall ____ Door ____ Spklr ____ Extg ____ Bkt ✓ Hose ____ Other ____

15. Elevators:
Passenger
No. X Guard ____ Oprt. ____ Empl.rstrct ____
Freight
No. 1 Guard ✓ Optr. men Empl.rstrct no employees allowed in cab
a few men who handle freight

Workrooms. No. 2 in 1 bldg 1 in other

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	fair	—		X	✓		✓	✓	✓		✓	✓	✓	X
2	"	✓	X	—		X	X		✓	✓	X		✓	✓	X	✓

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✓ Modern ✓ 1 bldg Curtain, loc a few on skylight of cotton cloth

21. Clngd. by girls — Men — Jant. — Janitress — Other day men + women No. resp. —

all day clean — [illegible]

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1		✓				✓		✓						✓	small	
2		✓				✓		✓						✓	grey	
3			✓				✓							✓	shade	
															light blue	
															low on	
															sash	
															in other	
															but not	
															on all	

25. Glare, loc. from windows a cotton sprinkle is worn

26. Reflection —

27. Heating system Overhead steam pipes

28. Ventilation:
App. o.k. ✓ Art. — Kind — Loc. —

29. Special prob.
Heat — Cold — Dust — Lint ✓ Humid ✓ Fumes steam pipes - spray filter dust
Other rust on beam

30. Strain: usual on these functions
Eye — Post ✓ Lift — Press — Reach ✓ Speed ✓ Other noise

31. Hazard:
Occupation — reading & sifting Workroom Well guarded
spools & spoolers - danger of getting dress drawn in if not careful - flying shuttles also a danger

The lint was exceedingly bad. A blow pipe was used to clean machines and the girls also used it on their clothes before going out to lunch. One girl had no head covering and her hair was white. Much coughing was noticed among the girls & the inspector had to cough too. The ~~cotto~~ asbestos lint would seem to be more injurious than the cotton. One girl who was visited & was working in the tobacco factory said she used to work at mill but couldn't stand it — choked up all the time.

12-9-86

FACTORY SCHEDULE, Sheet 4

Sanitation:

31. Drinking facilities, loc. in washrooms W + col in each room Conv. ✓
Bblr. ✓ San X Tank ___ Cooler ___ Faucet ___ Other ___
Cup, common ___ Individ ___ Kind ___

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
Bldg 1	None for white										
	2 basins for col in toilet room	✓	✓	✓	X	X	X	X	X	X	X
Bldg 2	2 in entrance in washroom	✓	✓	✓	X	X	X	X	X	X	X

33. Toilets: Kind flushing Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat ___ Repr ✓ Plb. cl ✓ — Paper ✓ Instrt ___

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
Bldg 1 VV 1	1	W	offices	✓	X	✓	✓		✓	modern	✓	X	X	✓	X	✓
Col 1	2	"	" "	✓	X	✓		✓	✓	" "	✓	X	X	✓	X	✓
Bldg 2 Col 1	1	2nd	" "	✓	✓	X	✓		✓	" "	✓	X	X	✓	X	X

Total no. seats W 1 Col 2 No. wmn. per seat VV 24 (Col 1 bldg 1 & 2 bldg col 6)
Clng. by girls — Men — Jant. — Janitress — Other contract No resp X
Swept reg. daily Freq — Wrk. hrs ✓ Scrub reg ✓ Freq 2 mos Wrk. hrs ✓
Service and Welfare.

34. Lunchroom, combined with None Prov. ___ Kind ___
Loc ___ Equip o.k. ___ Cln ___ Lt. nat ___ Art ___ Vent. o.k. ___
Prov. hot food, drnk only ___ Cooking convncs ___ Supr ___ If None all gone

35. Restroom, cmbd. with None Prov. ___ Loc ___ Equip. o.k. ___
Cln. ___ Lgt. nat. ___ Art ___ Vent o.k. ___ Supr ___ If none ___

36. Cloakroom, combined with ___ Prov. ✓ in bldg no. 1 Loc. W. 2 Conv ✓ for m. 1 for col Lkr ___
Shlv. X Hngr X Wl. hk ✓ Seats benches Cln X Lgt. nat ✓ Art ✓
Vent. o.k. could be Supr X If none, X lkr X shlv X hngr X Wl. hk ✓ in bldg no. 2 + in toilet

37. Health Service:
Hosp. ✓ Chg. of doctor & white & col nurse Dr. reg — On call — 1st aid —
Chg. of — Med. exam. X Health rec. ✓ Acc. Rec. ✓
Comp. — Kind acc. w. —

38. Other welfare: Life insurance - hospital in village as well as hospital room - part is given by firm

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kind Girl	Misc by girls
Sit												
Winding reps	Bdg.	No	e									
	Wifes											
Stand												
all others	In	seats				Girls	now	a	pron	to	hats	cap
	in	mean				or	overall	dress	on	Splied		
	or	winding										
Sit or st.		reps	in			than	on	in				
	Bdg.	No										

4-9-17 (43)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Judson Mills Address Greenville S. C.
2. Product Tissue ginghams & fancy goods colored Person interviewed Mr. Brown Mahon Position Vice Pres.

3. No. employed:

	W.	C.
Men	377	50
Women	308	18
Total	685	68

Day

	W.	C.	Total
Boys	17		444
Girls	26		352
Total	43		796

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

no regular force for night

4. Firms scheduled hours:

Daily: Begin 6.15 End 5.15 Lunch period 1 hr Rest period ____ Total 10

Saturday " 6.15 " 11.15 " " ____ " " ____ " 5

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

arrange for lunch during wk hr.

5 nights Daily: Begin 5.15 End 4.15 Lunch period ____ Rest period ____ Total 11

Saturday " — " — " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5 Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime none of either

6. Seasonal not seasonal.

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept ✓ name, exchanges & reason for leaving
Labor turnover no figures

8. Subcontract shop X Home work given out X

Date Dec. 29, 1920 Agent M. H. Turner

7.0 796 Total.
40 outside

Scrub colored
sweeper white

2 stories

FACTORY SCHEDULE, Sheet 2

9. Buildings:
No. 2 Mat. brick Entire ✓ Part ✗
Const. - New ✓ Old ✗ Rmld ✗ Fair ✗ Unsafe ✗ Other good

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	none							
large bldg 1.	toilet room & clothes room + end bldg, room, counter, jacket	separate				✓		✓
2.	showering, wash & toilet & working clothes					✓		✓
small bldg 3.1	washing & toilet					✓		✓
~~4~~.2	showering & dressing					✓		✓
5.								
6.								

11. Halls:
Indirect dir Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other

12. Stairway:

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
large bldg 4	at each end of bldg	✗	tile	✗	✓	✓	✓	✗	✗	✓	✓	—
small bldg 2	" end " " "	✗	tile	✗	✓	✓	✓	✗	✗	✓	✓	—

13. Exits:
Outside, no. 6 Open out ✓ In ✗ Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: ✗ No. 6 Well 6 Str. ✓ Lad. ✗ Other ✗ Exit, kind door

Obst. ✗ Firewall ✓ Door ✓ Spklr ✓ Extg ✗ Bkt ✓ Hose ✗ Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 3 Guard ✓ Optr. ✗ Empl.rstrct ✓

Workrooms. No. 6 main rooms.

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all		wd	✓	✓	—	sm	X	X	sm	✓	✓	✓	sm	✓	✓	✓	X

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✓ Modern X but very dirty Curtain, loc. on all sunny exposures

✓ 21. Clngd. by girls X Men X Jant. X Janitress X Other supervisors No. resp. —
Drafts & sensitive employees
floors very clean, as are walls & ceilings. halls immaculate

✓ 22. Windows.

Loc.	1 s	2 s	3 a	4 a	Sk. l
largely 1		✓			
" 2		✓			✓
small bldg 1		✓			
" " 2		✓			✓

23. Work bench.

Fc.	Sd.	Bk	Ab	Misc
✓		✓		
			✓	✓
	✓			
	✓		✓	

24. Art. lt. kind.

Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
		✓		dir	✓
		✓		dir	✓
		✓		dir	✓
		✓		"	✓

25. Glare, loc. none curtains & shades present

26. Reflection no

✓ 27. Heating system steam pipes around walls

✓ 28. Ventilation:
App. o.k. ✓ — Art. X Kind humidifier Loc. —
* see note

29. Special prob.
Heat X Cold X Dust X Lint X Humid X Fumes X
Other

30. Strain:
Eye X Post ✓ standing Lift X Press X Reach ✓ possible for spoolers Speed X Other X

31. Hazard:
Occupation X Workroom X

Sanitation:

31. Drinking facilities, loc. wk. room Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common X Individ X Kind X

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
	4 iron sinks										
6	2 enamelled sinks	✓	✓	✓	X	X	X				
					—	—	—				

33. Toilets: Kind usual Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat X Repr ✓ Plb. cl ✓ Paper ✓ Instrt X

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k.	Vnt oth rm.	Art vnt o.k.	Lgt nat o.k.	Lgt art o.k.	Cl
1	2	1	wk. rm.	✓	X	✓	X	✓	✓	✓	✓*	✓	—	✓	✓	Fair
1	2	1	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	"
2	4	2	" "	✓	X	✓	X	✓	✓	✓	✓	✓	—	✓	✓	"
3	6	2	" "	✓	X	✓	X	✓	✓	✓	✓	✓	—	✓	✓	"
1	2	1	" "	✓	X	✓	X	✓	✓	✓	✓	✓	—	✓	✓	"
1	2	2	" "	✓	X	✓	X	✓	✓	✓	✓	✓	—	✓	✓	"
					—											

Total no. seats 18 No. wmn. per seat 18 + for white, 18 per seat col.
Clng. by girls X Men X Jant. X Janitress X Other scrubbers (women) No resp —
Swept reg. ✓ Freq da Wrk. hrs ✓ Scrub reg ✓ Freq da Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only X Cooking convncs X Supr — If None go home

35. Restroom, cmbd. with 0 Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with 0 Prov. X Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, wall of work room (for wearing room see note) lkr X shlv X hngr ✓ Wl. hk ✓

37. Health Service:
Hosp. X Chg. of X Dr. reg X On call ✓ 1st aid ✓
Chg. of shift Med. exam. X Health rec. X Acc. Rec. ✓
Comp. X Kind acc. w. no special bond

38. Other welfare: see note

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit drawing-in frame inspectors	cane chair	X	✓										
	cane chair	X	✓										
Stand skin	loose bench	X	✓										
spreaders	"	X	✓										
weavers	stool	X	X										
winders	0	—	X										
Sit or st.													

Judson Mills. Greenville

DEPARTMENT OF LABOR

* 28. The ventilation might be improved in weave room. It was extremely warm & the air was heavy with moisture. On account of the extremely fine product the humidity had to be unusually high but some effort could be made to reduce the temperature.

With the exception of the weave room the ventilation was good throughout both buildings. Exceptionally free from lint.

* 36. Cloaks were hung on walls of work rooms with the exception of the weave room, where small cupboards with doors were provided for wraps, large enough for hats & shoes. These were on the walls of weave room. One cupboard for every 2 workers.

38. The village has community house, also a school with corps of 11 teachers. A doctor is on call and a dentist is in attendance in the village 3 da of each week. All minor dental work done free of charge. A nominal sum is charged for other kinds. There is also a nurse and a welfare worker in village.

40-9-50

(45)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Lancaster Cotton Mills Address Lancaster S.C.
Person interviewed Col. Springs.
2. Product Sheetings & Yarns Position President
Mr. Cobb. Supt.

3. No. employed:

	W.	C.			W.	C.	Total
			Day				
Men	875	85		Boys	25		985
Women	383	15		Girls	32		430
Total	1258	100		Total	57		1415
			Night				
Men	95	—		Boys			95
Women	30	1		Girls			31
Total	125	1		Total			126

1541

4. Firms scheduled hours:

Daily: Begin 7 End 6 Lunch period 12-1 Rest period — Total 10

Saturday " 7 " 12 " " — " " — " 5

Night Shifts " 6 " 5 " " — " " — " 11

Regular weekly number of days 5 1/2 Total weekly hours 55

night Shifts weekly number of periods 5 Total shifts weekly hours 55

children

Daily: Begin 8.9 End 5.6 Lunch period 1 hr Rest period — Total 8

Saturday " 7 " 12 " " — " " — " 5

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime

6. Seasonal ~~Busiest~~ Busiest fall & winter. lighter in summer

7. Employment Policy:
Employment manager X Or centralized method Supt Foremen Overseers
Records kept no
Labor turnover no

8. Subcontract shop X Home work given out

Date Jan 23 & 24 1922 Agent W. R. L. N. W. H.

#1 = waste and yarn mill. 95 women
2 towers. #2 = spinning mill 212 women
#4 = weaving mill. 112 women
Cleaning 11 —
430 women

FACTORY SCHEDULE, Sheet 2

9. Buildings:
No. 5 Mat. brick Entire ✓ Part ✗
Const. - New ✓ 1= Old 22 yrs Rmld ✗ Fair ✗ Unsafe ✗ Other ✗
2 fairy modern. weave shed = new.

10. Arrangement:

		Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
	#1								
	#2								
~~B.~~	#4								
1.	#1	card - (0 women)							
	2	card - pick - draw - slut.					✓		✓
	4	Twist - reel ——— weave, cloth							
2.	1	Spin, spool, twist — reel (2 women)							
	2	Speed.							
	4	Slash Tie-in - Draw in.					✓		✓
3.	1	Card - pick.							
	2	warp spin							
	4	Spool - warp.					✓	✓	✓
4.	1	Spin spool twist — reel (75 women)							
	2	~~7~~ Spin.					✓		✓
	4	———							
5.									
6.									

11. Halls:
Indirect ✗ Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other ✗

12. Stairway:

	No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
#1 4 stories	2	front central	1/2	bv	✓	✓	✓	✓	✗	✗	✗	✗	not too bad -
#2 4 stories	2	towers. side.	1/2	"	✗	✓	✓	✓	✗	✗	✓	✓	+
#4 3 stories	2	end and side	1/2	"	✗	✓	✓	✓	✗	✗	✓	✓	+

Bridge connects #2 and #4.

13. Exits:
#1 Outside, no. 3 Open out ✗ In ✓ Slide — Obstruct. any exit ✗
#2 No 2 ✗ ✓ — ✗
#4 No 2+8=10 ✓ — ✗
14. Firescape rqd: ✓ No. 0 Well — Str. — Lad. — Other — Exit, kind —
Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg ✓ Bkt ✓ Hose ✗ Other ✗
Apparatus the same on all floors and all departments, all bldgs.

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct — automatic
Only 1 elevator had an automatic gate in addition to a trap door. All had trap doors. Supt plans to install gates on all elevators and is now building them.
Freight
#1 No. 2 Guard ✓ Optr. ✓ Empl.rstrct Do not use
#2 No. 2 G ✓ O ✓ E. R
#4 No. 1 G ✓ O ✓ E. R Do not use

Workrooms. No. 13

	16. Floors				17. Aisles			18. Walls ✓				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all bldgs except #4.		hdw	✓	✓			X	X		✓	white ✓	✓		✓	white ✓	✓	X
	#1	"	✓	✓			X	X		✓	✓	✓		✓	✓	✓	✓

20. Light, nat. adqt. ✓ Inadqte, where #4 - 1st floor. 4 women - twist + reel. Windows opaque 2/3 prism
Clean ✓ Modern X o.k. Curtain, loc ✓

21. Clngd. by girls X Men X Jant. X Janitress X Other ✓ No. resp. X
15 men cleaners, 1 man scrub. 7 women cleaners 5 col. women scrub. full time job

22. Windows.						23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
#1 bldg. 4th fl. Spin			✓		✓	✓	✓	✓	✓		X	X	✓	X	X	✓ pan
"			✓		✓	✓	✓	✓	✓		X	X	✓	X	X	✓ "
3d fl. Speed.			✓			✓	✓	✓			X	X	✓	X	O	—
2d fl. Skin Spool			✓			✓	✓	✓			X	X	✓	X	X	✓ pan
" Reel			✓			✓	✓	✓			X	X	✓	X	X	✓ "
#2 bldg. 2d fl. Speed.				✓		✓	✓	✓			X	X	X	✓	X	✓ pan
3d fl. W. Spin				✓		✓	✓	✓			X	X	X	✓	X	✓ "
4th fl. F. Spin				✓	6 Mon	✓	✓	✓	✓		X	X	✓	X	X	✓ flare large
#4 bldg. 1st fl. Twist Feed	✓						✓				X	X	✓	X	O	—
2d. Draw-in		✓					✓				✓	✓	X	X	X	✓ bell
" 3. Spool-warp				✓	2 Mon	✓	✓	✓	✓		X	W. ✓	S. ✓	X	O	—
" 1st fl. weave shed		✓		double	Mon	✓		✓	✓		X	X	✓	X	X	✓ bell
" cloth room	✓				"	✓					X	✓	X	X	X	✓ "

(12 Inspectors had blue bulbs) protected by height of machines located across room.

25. Glare, loc. None

26. Reflection None.

27. Heating and Cooling system #2 Sturtevant Air System #1 Overhead steam pipes. #1 and #4
"Air Conditioning" in #2

28. Ventilation: Sturtevant System. Also window fans in #1 card, #2 Speed
App. o.k. ✓ Art. ✓ Kind ✓ Loc. ✓

29. Special prob. Ammonia ice plant connected with Sturtevant System keeps atmosphere cooler in summer than outdoor air. #4 o.k. "Air Cond." in #2 #2 o.k. "Air Moistening" in #1 & #4
Heat X Cold X Dust X Tint #1 bldg Humid X Fumes X
Other Keeps hourly record of outside temperature and has continuous record of inside temperature and humidity. Keeps 72°-76° temp. and about 83% humidity

Vacuum stripping in all Card Depts.

30. Strain:
Eye X Post X Lift X Press X Reach X Speed X Other X

31. Hazard:
Occupation None. Workroom —

Sanitation:

31. Drinking facilities, loc. Each workroom & each building Conv. ✓
Bblr. ✓ San X Tank X Cooled ✓ Faucet ✓ Other
Cup, common X Individ X Kind X
Each bubbler has a dup white sink, can use for washing facilities

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
for all buildings 1	white sinks in each toilet rooms except two (10 in all) faucets missing on tub back here was offset by the dup sinks in each room under bubbler.	✓	✓	✓	X	X	X	X	X	X	

33. Toilets: Kind plumbing Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat ½ Repr ✓ Plb. cl ✓ Paper ✓ Instrt X

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
If 1 Bldg. 4th fl. spring 1	2			✓	✓	✓	X	✓	✓	X	✓	✓	Ø	✓	✓	✓
" " "	none															
3rd fl. Spec. bldg	2			✓	✓	✓	X	✓	✓	X	✓	✓	O	✓	✓	✓
2nd fl. Spin. Spool Twist 1	2			✓	✓	✓	X	✓	✓	X	✓	✓	O	✓	✓	✓
2nd fl. reel.	none															
If 2 bldg. 2nd fl. spud. 1	4			✓	✓	✓	X	✓	✓	✓	✓	✓	O	✓	✓	✓
3rd fl. warp sp. 2	8			✓	✓	✓	X	✓	✓	✓	✓	✓	O	✓	✓	✓
4th fl. fill spin 2	8			✓	✓	✓	X	✓	✓	✓	✓	✓	O	✓	✓	✓
If 4 bldg. 1st fl. Twist & rel	none															
2nd fl. Drawing 2	2			✓	✓	✓	X	✓	✓	✓	✓	✓	O	✓	✓	X

Total no. seats 36 No. wmn. per seat 12
Clng. by girls X Men X Jant. X Janitress X Other ✓ No resp
5 col. scrubbers for toilets
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq daily Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with X Prov. — Kind —
not necessary - mill village adjoining
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

35. Restroom, cmbd. with X Prov. — Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with X Prov. — Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, — lkr — shlv — hngr — Wl. hk ✓

37. Health Service:
Hosp. ✓ Chg. of nurse Dr. reg On call ✓ 1st aid ✓
Chg. of nurse Med. exam. X Health rec. ✓ Acc. Rec. ✓
Comp. Life insurance, Compensation in omce. Kind acc. w. none

38. Other welfare: Community House & school bldg - will build new & grade bldg. 55-4 houses 16 houses for colored help (excellent) light water, sewage in part, putting it in others - Septic tank system. 25 cts per room.

Sanitation:

31. Drinking facilities, loc._____ Conv._____
Bblr._____ San_____ Tank_____ Cooler_____ Faucet_____ Other_____
Cup, common_____ Individ_____ Kind_____

32. Washing facilities: If none, where wash_____

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels: Fur.	Ind	Pap	Com.	Often

See other sheet

33. Toilets: Kind_____ Sep_____ If none, arngmt_____
Flush, hnd_____ Auto. seat_____ Repr_____ Plb. cl_____ Paper_____ Instrt_____

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
#4 bldg. 3rd fl. spool warp	2			✓	✓	✓	X	✓	✓	✓	✓	✓	O	✓	✓	✓
1st fl. weave shed	6			✓	✓	✓	X	✓	✓	✓	✓	✓	O	✓	✓	✓

Total no. seats 36 No. wmn. per seat 12
Clng. by girls_____ Men_____ Jant._____ Janitress_____ Other_____ No resp_____
Swept reg._____ Freq_____ Wrk. hrs_____ Scrub reg_____ Freq_____ Wrk. hrs_____

Service and Welfare.

See other sheet

34. Lunchroom, combined with_____ Prov._____ Kind_____
Loc_____ Equip o.k._____ Cln_____ Lt. nat_____ Art_____ Vent. o.k._____
Prov. hot food, drnk only_____ Cooking convncs_____ Supr_____ If None_____

35. Restroom, cmbd. with_____ Prov._____ Loc_____ Equip. o.k._____
Cln._____ Lgt. nat._____ Art_____ Vent o.k._____ Supr_____ If none_____

36. Cloakroom, combined with_____ Prov._____ Loc_____ Conv_____ Lkr_____
Shlv._____ Hngr_____ Wl. hk_____ Seats_____ Cln_____ Lgt. nat_____ Art_____
Vent. o.k._____ Supr_____ If none,_____ lkr_____ shlv_____ hngr_____ Wl. hk_____

37. Health Service:
Hosp._____ Chg. of_____ Dr. reg_____ On call_____ 1st aid_____
Chg. of_____ Med. exam._____ Health rec._____ Acc. Rec._____
Comp._____ Kind acc. w._____

38. Other welfare:_____

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kind Girl	Misc by girls
Sit (See below)				See below								
Stand												
#1. 4th floor. 75 women	low	waste box		O.K.								
2d floor 20 "	x	x	x									
#2 (see below)												
Sit or st.												

Not required

Not required

Not required

Opinion #1 based on work done in coarse yarns

#2. Stand. 195 spinders had waste boxes with backs.
" " 62 Spin. had high waste boxes - could not sit.
"Heads" of machines project and workers are said to use these to sit on. Not safe.

#4. Stand. 4 Twist & Reel - no place to sit.
" " 12 Draw in have adjustable chairs, cushioned - board foot rest.

#4 Sit. 17 Warpers & creelers have special benches - very good.

#4 " 22 Inspectors have regulation bench, platform and treadle.

61-9-55 (55)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Monarch Mills Address Union S. C.
Person interviewed Mr P. M. McNeil
2. Product Sheetings & print cloth Position Supt.

3. No. employed:

Day

	W.	C.		W.	C.	Total
Men	317	48	Boys	19	1	385
Women	142	10	Girls	25		177
Total	459	58	Total	44	1	562

Night

	W.	C.		W.	C.	
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours: run noon shift in spinning room, extra shifts.

Daily: Begin 6.30 End 5.30 Lunch period 1 hr Rest period ____ Total 10

Saturday " 6.30 " 11.30 " " ____ " " ____ " 5

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime none either

6. Seasonal no

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓ *
Records kept none
Labor turnover no figures

8. Subcontract shop X Home work given out X

Date Dec. 21, 1921 Agent M. H. Gurner

* Supt has right of veto on any one hired by foreman

4 story building

FACTORY SCHEDULE, Sheet 2

9. Buildings:
No. 1 Mat. brick Entire ✓ Part X
Const. - New X Old ✓ Rmld X Fair X Unsafe X Other good

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	laundry							
1.	weave rooms 2					3 ✓		✓
2.	weave rooms 2 & slashing					3 ✓		✓
3.	drawing & intermediate					2 ✓		✓
4.	spinning & warping & beaming					2 ✓		✓
5.								
6.								

11. Halls:
Indirect dir Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other
3	1 in middle & at either end of mill 1	like	X	✓	✓	✓	X	X	✓	✓	X	

✓ 13. Exits:
Outside, no. 3 Open out ✓ In X Slide X Obstruct.any exit X

✓ 14. Firescape rqd: ✓ No. X Well ✓ Str. ✓ Lad. X Other X Exit, kind door

Obst. X Firewall ✓ Door ✓ Spklr ✓ Extg X Bkt ✓ Hose X Other X

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 9 Guard ✓ Optr. ✓ Empl.rstrct ✓

Workrooms. No. 10

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2 wkrms 1st fl		wd	✓	✓	some lint	sm	X	X	sm	✓	✓	✓	sm	✓	✓	✓	X
3 wkrms 2nd fl	"	"	"	✓	"	sm	X	X	sm	✓	✓	✓	sm	✓	✓	✓	X
2 wkrms 3rd fl	"	"	"	✓	—	sm	X	X	sm	✓	✓	✓	sm	✓	✓	✓	X
3 wkrms 4th fl	"	"	"	✓	—	sm	X	X	sm	✓	✓	✓	sm	✓	✓	✓	X

✓ 20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✓ Modern X but clean Curtain, loc ✓ on all sunny exposures.
Had suction cleaner.

✓ 21. Clngd. by girls X Men X Jant. X Janitress X Other — No. resp. —
Clean & general. Weave rooms need some fresh lint and dust.

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
2 weave rooms 1st fl			✓							✓				✓	dr	✓
"			✓							✓				✓	dr	✓
2 weave rooms 2nd fl			✓							✓				✓	dr	✓
"			✓							✓				✓	dr	✓
drawing in "		✓						✓					✓		dr	✓
card dept 3rd			✓							✓				✓	dr	✓
"			✓							✓				✓	dr	✓
winding spool warping 4th			✓		✓				✓	✓				✓	dr	✓
"			✓		✓				✓	✓				✓	dr	✓
"		✓					✓		✓				✓		dr	✓

25. Glare, loc. none

26. Reflection none

✓ 27. Heating system overhead steam pipes

✓ 28. Ventilation:
App. o.k. ✓ Art. ✓ Kind hum. defers Loc. —

29. Special prob.
Heat X Cold X Dust X Lint ✓ Humid ✓ Fumes X → well taken care of.
Other

30. Strain:
Eye X Post X Lift X Press X Reach X Speed X Other —

31. Hazard:
Occupation X Workroom X

Sanitation:

31. Drinking facilities, loc. each wk rm Conv. ✓
Bblr. ✓ San ✓ Tank ✗ Cooler ✗ Faucet ✗ Other ✗
Cup, common ✗ Individ — Kind —

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels: Fur.	Ind	Pap	Com.	Often
several in each											
warm	wd sinks	✓	✓	✓	✗	✗	✗				
					—	—	—				

33. Toilets: Kind usual Sep ✓ If none, arngmt —
Flush, hnd ✗ Auto. seat ✓ Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✗

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1st abov 2	6	1	warm	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
2nd " 1	3	1	" "	✓	✗	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
1st abov 1	3	2	" "	✓	✗	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
2nd " 2	6	2	" "	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
1st dsm 1	3	3	" "	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
2nd dsm 1	3	3	" "	✓	✗	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
1st rm 1	3	4	" "	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
2nd rm 1	3	4	" "	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
3rd rm 1	3	4	" "	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
laundry 1	1	B	" "	✓	✓	✓	✓	✗	✓	✓	✓	✗	—	✓	✓	✓

Total no. seats 34 No. wmn, per seat 5 ft for white, 10 feet per seat for colored.
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other sweep No resp —
Swept reg. ✓ Freq da Wrk.hrs ✓ Scrub reg ✓ Freq da Wrk.hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. ✗ Kind —
Loc — Equip o.k. — Cln — Lt.nat — Art — Vent.o.k. —
Prov. hot food, drnk only ✗ Cooking convncs ✗ Supr ✗ If None go home

35. Restroom, cmbd.with 0 Prov. ✗ Loc — Equip.o.k. —
Cln. — Lgt.nat. — Art — Vent o.k. — Supr — If none go home if ill

36. Cloakroom, combined with 0 Prov. ✗ Loc — Conv — Lkr —
Shlv. — Hngr — Wl.hk — Seats — Cln — Lgt.nat — Art —
Vent. o.k. — Supr — If none, wall of wk rm lkr ✗ shlv ✗ hngr ✗ Wl.hk ✓

37. Health Service:
Hosp. ✗ Chg.of ✗ Dr.reg ✗ On call ✓ 1st aid ✓
Chg. of supply mn Med. exam. ✗ Health rec. ✗ Acc. Rec. ✗
Comp. ✓ Kind acc.w. no special bond

38. Other welfare: have school 7 grades. community house with nurse & a welfare worker, woman. Have clubs & and recreation activities for young people.

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind Misc by girls
Sit												
drawing in	ch	X	✓	portable	✓							
inspectors	ch	X	✓	motive								
Stand spin-mrs	* bench	X	✓									
spooling	box *	X	✓									
weavers	bench	X	X									
warpers	chs	X	✓									
Sit or st.												

* Spinners are exceptionally well provided with seats. A special bench along the wall running the entire length of spinning room at good height and of good width provided seats for every one.

Spoolers had a combination waste box & seat at end of each frame.

A bench similar to one in spinning room is being constructed in weave rooms. At present have boxes and a few stools seats in weave room.

Warpers have chairs.

Drawing in girls have chairs made high to suit the work.

Monarch Mills.

DEPARTMENT OF LABOR

Cut in Wagestock place before the period taken in 52 weeks in most depts.

Only 2 holidays regularly given Xmas & 4th of July.

No. 205
Ed. 8-18-21—100,000

DEPARTMENT OF LABOR

Monarch Mills Union S. C.

* 33. Toilets were checked satisfactory even though several were not screened, these were in a corner where room was not visible from work room.

* 34. No lunch room is satisfactory as all workers live near mill and go home to lunch. Lunch room not needed.

135

51-9-59.

(57)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory 96 Cotton Mills Address 96 S.C.
Person interviewed Mr. Williams
2. Product Shirting Position Supt

3. No. employed:

	W.	C.		W.	C.	Total
Day						
Men	151	26	Boys	6		183
Women	63	5	Girls	7		75
Total	214	31	Total	13		238
Night						
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours:

Daily: Begin 6.55 End 6 Lunch period 1 hr Rest period ____ Total 10 hrs 5 min

Saturday " 6.55 " 11.30 " " ____ " " ____ " 4 hrs 35 min

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

Minus after four hours work less than 8 per day hours vary.

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total 8 max

Saturday " ____ " ____ " " ____ " " ____ " 5 max

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 45 max

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager ____ Or centralized method ____ Foremen X
Records kept X
Labor turnover no figures

8. Subcontract shop X Home work given out X

Date Jan 23 1922 Agent Burham

9. Buildings:
No. 1 Mat. Brick Entire ✓ Part —
Const. - New 2 yrs old Old ✗ Rmld ✗ Fair O.K. Unsafe ✗ Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	Storage & weave							
1.	Cloth Spin Weave					1		
2.	Pick Card							
3.	Sim spool Warp [illegible]					1		
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	Front near center	in brick well		✗	✓	✓	✓	✗	✗	✓	✓	—
	wood stairs											

2 not noted

13. Exits:
Outside, no. 4 Open out 1 In 1 Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: ✓ No. 0 Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg ✗ Bkt ✓ Hose ✗ Other ✗

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. ✓ Empl.rstrct ✓

Workrooms. No. 6

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all	wd	✓	✓		sm	✗	✗	sm	✓	✓	✓	sm	✓	✓	✓	✗

20. Light, nat. adqt. ✗ Inadqte, where basement, rather dark during dark days
Clean ✓ Modern ✓ Windows opaque ✓
Curtain, loc side

21. Clngd. by girls ✗ Men ✗ Jant. ✓ Janitress ✓ Other ✗ No. resp. ✗
sweep sometimes dry sweep

22. Windows.							23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind	Shades Ind.	Shades Adq
means	fuse		✓			✓		✓			✓	✓	✓	✓	✓	✓	none
spin		✓					✓				✗	✗	✗	✓	✗		
means			✓			✓		✓			✗	✗	✗	✓	✗		
card			✓							✓	✗	✗	✗	✓	✗		
spin			✓		✓					✓	✗	✗	✗	✓	✗		
fine			✓		✓		✓				✗	✗	✗	✓	✗		

25. Glare, loc. some, Women face windows and else

26. Reflection 0

27. Heating system steam

28. Ventilation:
App. o.k. ✓ Art. ✓ Kind humidifier Loc. throughout

29. Special prob.
Heat ✗ Cold ✗ Dust ✗ Lint ✓ Humid ✗ Fumes ✗
Other ✗ Women sometimes put cloth to head when cleaning machines

30. Strain:
Eye ✗ Post ✗ Lift ✗ Press ✗ Reach ✗ Speed ✗ Other ✗

31. Hazard:
Occupation ✗ Workroom belts on pulleys
Several large belts overhead in room, means room

Sanitation:

31. Drinking facilities, loc. wk rooms Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common X Individ X Kind X

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
in work rooms 6	iron sinks	✓	✓	✓	X	X	X				

33. Toilets: Kind lng trough type Sep ✓ If none, arngmt —
Flush, hnd X Auto. ~~seat~~ ✓ Repr ✓ Plb. cl X Paper ✓ Instrt X

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	2	1	wk	✓	✓	✓	X	✓	✓	✓	X	X	X	X	✓	F
1	2	3	"	✓	✓	✓	X	✓	✓	✓	X	X	X	X	✓	F
				✓												
			used by girl women on 3d floor													
			Well located men toilets some new management													

used by girl women in case

every 3 men

Total no. seats 4 No. wmn. per seat 20
Clng. by girls ✓ Men X Jant. ✓ Janitress X Other X No resp X
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq wk Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, X drnk only X Cooking convncs X Supr — If None home

35. Restroom, cmbd. with 0 Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none no provision

36. Cloakroom, combined with 0 Prov. — Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, wk room lkr X shlv X hngr X Wl. hk ✓

37. Health Service:
Hosp. X Chg. of — Dr. reg X On call X 1st aid X
Chg. of — Med. exam. X Health rec. X Acc. Rec. X
Comp. — Kind acc. w. one reported, burned hand in spinder

38. Other welfare: Mill village Rent 2 5¢ per wk per room, 4 room with porch. Pay extra for lights.

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kind Girl	Misc by girls
Sit												
Stand												
Sit or st.												

(63-9-15) 83

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Ware Shoals Address Ware Shoals
Person interviewed J. E. MacEwen; Mr. Lobb; Mrs. Emory
2. Product Bagcloth - (coarse) Position Pur. Dept. Nurse RR.

3. No. employed:

	W.	C.
Men	153	35
Women	54	8
Total	207	43

Day

	W.	C.	Total
Boys	4	X	192
Girls	1	X	63
Total	5	X	255

Night

	W.	C.
Men		
Women		
Total		

	W.	C.	
Boys			
Girls			
Total			

4. Firms scheduled hours:

Daily: Begin 7 End 6 Lunch period 1 Rest period X Total 10

Saturday " 7 " 12 " " X " " X " 5

Shifts " X " X " " X " " X " X

Regular weekly number of days 6 5½ Total weekly hours 55

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

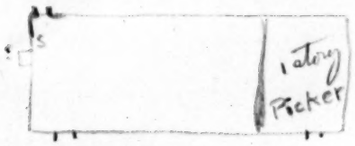
5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X
Labor turnover NS

8. Subcontract shop X Home work given out X

Date Jan 13, 1922 Agent K. B. Jennison



9. Buildings:
No. 1 Mat. Brick Entire ✓ Part ✗
Const. - New ✓ Old ✗ Rnld ✗ Fair ✗ Unsafe ✗ Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	Picker card draw slb spd Spn				✓	✓		✓
2.	Slash Draw-in Spd + Wrp Weaving				✓	✓		✓
3.								
4.								
5.								
6.								

11. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other
1	1 corner wk room	✗	✓½	✗	✓	✓	✓	✗	✗	✓	✓	✗
(1	exit from 2nd floor to mill N.L. opposite side from stair)											
	iron heads											

13. Exits:
Outside, no. 3 Open out ✓ In ✗ Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: ✗ No. ✗ Well — Str. — Lad. — Other — Exit, kind —
Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg ✓ Bkt ✓ Hose ✗ Other ✗

15. Elevators:
Passenger
No. ✗ Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. ✓ Empl.rstrct ✓

Workrooms. No. 4

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Card		hard wood	✓	✓	X	Dam.	X	wide no crowding	Dam.	✓+	wht. ✓	✓	Dam.	✓+	✓	wht. ✓	X
Spin		hard wood	✓+	✓	X	Dam.	X	"	Dam.	✓+	wht. ✓	✓	Dam.	✓+	✓	wht. ✓	X
Slast		hard wood	✓+	✓	X	Dam.	X	"	Dam.	✓+	wht. ✓	✓	Dam.	✓+	✓	wht. ✓	X
Weave		hard wood	✓+	✓	X	Dam.	X	"	Dam.	✓+	wht. ✓	✓	Dam.	✓+	✓	wht. ✓	X

20. Light, nat. adqt. ✓ Inadqte, where X Windows opaque half
Clean ✓ Modern ✓ Curtain, loc throughout

21. Clngd. by girls X Men X Jant. X Janitress X Other sweeping sc No. resp. —
Sweep - throughout every 15 min - Scrub continuously, H_2O disinfectants - drying compound put down after

22. Windows.						23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind	Shades Adq Ind.
spreaders	✓									✓				✓	X	X
spinners			✓				✓							✓	gen	✓
warpers		✓								✓				✓	"	✓
shovelers		✓								✓				✓	"	✓
Jer on	✓							✓				✓			"	✓
weavers		✓								✓				✓	"	"

25. Glare, loc. X

26. Reflection X

27. Heating system steam - overhead pipes

28. Ventilation:
App. o.k. ✓ Art. ✓ Kind humidifiers roof ventilators Loc. throughout
fresh air

29. Special prob.
Heat X Cold X Dust X Lint X Humid X Fumes X
Other X

30. Strain:
Eye X Post X Lift X Press X Reach X Speed X Other X

31. Hazard:
Occupation X Workroom uncovered belts -

Sanitation:

31. Drinking facilities, loc. each workroom Conv. ✓
Bblr. ✓ San ✗ Tank — Cooler ✓ Faucet ✗ Other —
Cup, common — Individ — Kind —

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind.	Pap.	Com.	Often
2	porcelain basins	✓	✓	✓	✓	✓	✓	✓	✓	—	Rarely supplied

33. Toilets: Kind short baffle porcelain seats Sep ✓ If none, arngmt —
Flush, hnd ✗ Auto. ~~seat~~ 20 min Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	3	1	corner	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓
1	3	1	"	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓

Total no. seats 6 No. wmn. per seat 11
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other scrubber fem No resp —
Swept reg. ✗ Freq — Wrk. hrs — Scrub reg ✓ Freq 2 ce day Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with — Prov. ✗ Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None ✓

35. Restroom, cmbd. with ✗ Prov. ✗ Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with ✗ Prov. ✓ Loc off wash room Conv ✓ Lkr ✓
Shlv. ✗ Hngr ✗ Wl. hk ✗ Seats ✗ Cln ✓ Lgt. nat ✓ Art ✓
Vent. o.k. ✓ Supr ✗ If none, — lkr — shlv — hngr — Wl. hk —

37. Health Service:
Hosp. ✗ Chg. of — Dr. reg ✓ On call — 1st aid ✓
Chg. of Nurse RN Med. exam. ✗ Health rec. ✓ Acc. Rec. ✓ for office & Ins Co.
Comp. Am Ins. Co Kind acc. w. spinner cuts with Benefe- rone - to only slight ones.

38. Other welfare: see next sheet -

39. Occupations	Seats: Kind	Seats: Adj.	Seats: No o.k.	Foot rest: Kind	Foot rest: Need	Uniform: Needed Safe	Uniform: Needed San	Uniform: Req. by Co	Uniform: Furn. by Co	Uniform: Kept by Co	Uniform: Kept by Girl	Uniform: Kind	Uniform: Misc by girls
Sit Sic-m	Chairs	x	✓										
Weavers	chairs seat	x	✓										
Stand Spreaders	Wooden												
Spinners	"												
Warpers													
Sporlers													
Sit or st.													

Waste Mill - but very clean -

Housing 25 ¢ per wk per room - light & water included - one and two story buildings.

Accident prevention - member of National Safety Council - bulletins posted thru out plant - Safety Committee - for village & plant safety - consisting of Vice Pres - Supt. Asst Supt - 2 overseers - supt of schools - 2 teachers - Ind. Nurse. Meets semi monthly to discuss any unsafe conditions or practices - First aid room - in the Mill - equipment - sterilizer, instrument case, medicine cabinet, surgical table, irrigating can, sink - Nurse and Dr at first aid room from 8.30 - 9.30 every morning for any necessary dressings - & on call the rest of the day - Dr & Nurse each have small building across street from mill for an office - Nurse's office large enough to hold classes in home nursing & hygiene etc

Nurse's work nurse and doctor examine each school child 2 or a year - Nurse makes examination 1 or in 3 weeks - Nurses dept. affiliated with state Child Welfare & Public Health Nursing Commission - Course in Sex Hygiene - using

"Sex for Parents & Teachers" Dr H. S. Stowell - "Life Problems" & the "Doctor's Daughter" by Dr W. B. Hall - Am. Med. Assn -

Holds regular Baby Clinics according to plans received by U.S. Children's Bureau including regular weighing measuring & diet advice - " " " Baby show in Spring -

Nurses Program

Hour	Mon	Tues	Wed	Thurs	Fri	Sat
830 - 930	1st aid Rm	1st aid	1st aid	1st aid Rm	1st aid Rm	1st aid Rm
930 - 1030	Schl	Schl	Schl	Schl	Schl	H V
1030 - 12	H V	H V	H V	H V	H V	H V
1 - 2	Office	Office	Office	Office	Office	—
2 - 3	H V	H V	H V	H V	H V	—
3 - 5	H V	Baby clinic	Mothers Cl	Mothers Cl	Mothers Cl	—
5 - 5.30	writing records	W R	W R	W R	W R	—
7.30 -	Sex Hygiene			ARC. Home Nursing Classes		

School thru 10 grades - 15 teachers - 2 for colored teachers - colored community very small - houses same types as community - own schl - Night classes in textiles - setting up & taking down cotton mill machinery etc -

"Welfare Worker" - charge of social activities - & certain classes & clubs - financial aid organization etc

Features - 2000 population -

Y.M.C.A. contains Health Dept. Auditorium. Lodge rooms. Game rooms. Bowling alley. Library. Showers. Gym. Motion pictures.

Paved Streets
Hotel
2 Boarding houses
Burning water Co. reservoir -
Sanitary Meat Market
Day Nursery
Oil Mill
gin
Farm
Community Laundry
Commissary -

Community Dairy (65 Guernseys) (all milk (whole) sold at cost to village)
Abattoir
Ice Plant
Oil Mill
Skating Rink
Dance Hall
Baseball Park
Community Monthly Paper

1/6 - 9 - 85 No payroll
No white cards
no yellow cards

87

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Winnsboro Mills Address Winnsboro S. C.
Person interviewed Mr. F. L. Candy
2. Product Tire fabric Position Service Mgr

3. No. employed:

	W.	C.
Men	242	21
Women	143	24
Total	385	45

Day

	W.	C.	Total
Boys	8		271
Girls	4		171
Total	12		442

Night

	W.	C.
Men		
Women		
Total		

	W.	C.	
Boys			
Girls			
Total			

4. Firms scheduled hours:

Daily: Begin 7.00 End 6.00 Lunch period 1 hr. Rest period ____ Total 10

Saturday " 7.00 " 12.00 " " ____ " " ____ " 5

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods ____ Total shifts weekly hours ____

Minors Daily: Begin 7.00 End 4.00 Lunch period 1 hr Rest period ____ Total 8

Saturday " 7.00 " 12.00 " " ____ " " ____ " 5

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days 5½ Total weekly hours 45

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime ____

6. Seasonal ____

7. Employment Policy:
Employment manager ✓ Or centralized method ✓ Service Mgr. Foremen ____
Records kept Simple form of employment record name age etc
Labor turnover + country of birth.

8. Subcontract shop X Home work given out X

Date Jan 30, 1922 Agent Mr. H. Turner

Old Mill
Two bldg connected by bridge

FACTORY SCHEDULE, Sheet 2

9. Buildings:
No. 1 Mat. brick Entire ✓ Part ✗
Const. - New ✗ Old ✓ Rmld ✗ Fair ✗ Unsafe ✗ Other plywood

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	machine shop							
1.	twisting & weaving					✓	✓	✓
2.	slipping & spooling					✓	✓	✓
3.	card dept.					✓	✓	✓
4.								
5.								
6.								

11. Halls:
Indirect dim Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other floors cement

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
2	at either end of building on a tower	½	blk	✗	✓	✓	✓	✗	✗	✓	✓	steps cement

13. Exits:
Outside, no. 4 Open out 2 ✓ In ✗ Slide 2 ✓ Obstruct.any exit ✗

14. Firescape rqd: ✓ No. 0 Well ✓ Str. ✓ Lad. ✗ Other ✗ Exit, kind door

Obst. ✗ Firewall ✓ Door ✓ Spklr ✓ Extg ✓ Bkt ✗ Hose ✓ Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 2 Guard ✓ Optr. ✗ Empl.rstrct ✓

old mill 2

FACTORY SCHEDULE, Sheet 3

Workrooms. No. 3 main rooms

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st fl.		wd	✓	✓	—	sm	✗	✗	sm	✓	✓	✓	sm	✓	✓	✓	✗
2nd fl.		wd	✓	✓	—	sm	✗	✗	sm	✓	✓	✓	sm	✓	✓	✓	✗
3rd fl.		wd	✓	✓	—	sm	✗	✗	sm	✓	✓	✓	sm	✓	✓	✓	✗

✓ 20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✓ Modern — Curtain, loc. main room exposures.

✓ 21. Clngd. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other — No resp. —
very clean throughout. Janitress constantly in evidence in all workrooms

✓ 22. Windows.

Loc.	1 s	2 s	3 a	4 a	Sk. l	23. Work bench. Fc.	Sd.	Bk	Ab	Misc	24. Art. lt. kind. Adj.	Ind.	Tab group	Ceil	Shades Kind	Ind.	Adq
1st fl.		✓					✓							✓	dir		hand shade
2nd fl.				✓						✓			✓		dir		auto shade
3rd fl.			✓							✓				✓	dir		auto shade

25. Glare, loc. none

26. Reflection none

✓ 27. Heating system Carrier System

✓ 28. Ventilation:
App. o.k. ✓ Art. ✓ Kind Carrier System Loc. throughout

29. Special prob.
Heat ✗ Cold ✗ Dust ✓ Lint ✗ Humid ✗ Fumes ✗
Other

30. Strain:
Eye ✗ Post ✗ Lift ✗ Press ✗ Reach ✗ Speed ✗ Other ✗

31. Hazard:
Occupation ✗ Workroom ✗

Old mill

FACTORY SCHEDULE, Sheet 4

Sanitation:

31. Drinking facilities, loc. wk. room Conv. ✓
Bblr. ✓ San ✓ Tank ✗ Cooler ✓ Faucet ✗ Other —
Cup, common ✗ Individ ✗ Kind ✗

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels: Fur.	Ind	Pap	Com.	Often
4	one long white enamelled sink in each toilet room	✓	✓	✓	✗	✓	✗				

33. Toilets: Kind flush Sep ✓ If none, arngmt —
Flush, hnd ✗ Auto. ~~seat~~ ✓ Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✓

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
2	6	1	wk rm	✓	✓	✓	✗	✓	✓	✗	✓	✗	—	✓	✓	✓
2	6	2	wk rm	✓	✓	✓	✗	✓	✓	✗	✓	✗	—	✓	✓	✓
1	3	3	" "	✓	✓	✓	✗	✓	✓	✗	✓	✗	—	✓	✓	✗

Total no. seats 15 No. wmn. per seat 6
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other scrubber No resp —
Swept reg. ✓ Freq da Wrk. hrs ✓ Scrub reg ✓ Freq da Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. ✗ Kind —
Loc — Equip. o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only ✗ Cooking convncs ✓ Supr ✓ If None go home

not needed

35. Restroom, cmbd. with 0 Prov. ✗ Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none go to hospital Dr.

36. Cloakroom, combined with 0 Prov. ✓ Loc in hall Conv ✓ Lkr ✗
Shlv. ✗ Hngr ✓ Wl. hk ✗ Seats ✓ Cln ✓ Lgt. nat ✓ Art ✓
Vent. o.k. ✓ Supr ✓ If none, — lkr — shlv — hngr — Wl. hk —

one in each dept

37. Health Service:
Hosp. ✓ Chg. of trained nurse Dr. reg ✓ On call — 1st aid complete equipment
Chg. of Lowell Med. exam. ✓ Health rec. ✓ Acc. Rec. ✓
Comp. ✗ Kind acc. w. injured fingers & extremity

38. Other welfare: See note attached

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
splicers	chr	x	x	x									
Stand spinners	box	x	x	x									
shovelers	box	x	x	x									
stretters	box	x	x	x									
Sit or st.													

New Mill

9. Buildings:
No. 1 Mat. concrete Entire ✓ Part ✗
Const. - New ✓ Old ✗ Rmld ✗ Fair ✗ Unsafe ✗ Other ✗

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	not yet occupied							
1.	not yet occupied							
2.	twisting					✓	✓	✓
3.	skinning & spooling					✓	✓	✓
4.								
5.								
6.								

11. Halls:
Indirect dir Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other floors cement

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
2	one at either end of mills	½	bk	✗	✓	✓	✓	✗	✗	✓	✓	steps cement

13. Exits:
Outside, no. 3 Open out ✓ In ✗ Slide ✓ Obstruct.any exit ✗

14. Firescape rqd: ✓ No. 0 Well ✓ Str. ✓ Lad. ✗ Other ✗ Exit, kind doors

Obst. ✗ Firewall ✓ Door ✓ Spklr ✓ Extg ✗ Bkt ✗ Hose ✓ Other —

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 2 Guard ✓ Optr. ✗ Empl.rstrct —

New Mill

Workrooms. No. 2 occupied so far. very new mill

FACTORY SCHEDULE, Sheet 3

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2d	Ind wd	✓	✓	—	Dom	X	✓	Dom	✓	✓	✓	Dom	✓	✓	✓	X
3rd	Ind wd	✓	✓	—	Dom	X	X	Dom	✓	✓	✓	Dom	✓	✓	✓	✓

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✓ Modern ✓ Curtain, loc on summer

21. Clngd. by girls X Men X Jant. X Janitress X Other janitors exposures No. resp.
very clean clean and constantly by janitors & janitresses

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind. / Adq
2d			✓				✓	✓						✓	dis / pan shape frosted bulb
3 "			✓				✓	✓						✓	dis / " "

25. Glare, loc. X

26. Reflection X

27. Heating system Carrier System

28. Ventilation:
App. o.k. ✓ Art. ✓ Kind carrier system Loc. throughout.

29. Special prob.
Heat X Cold X Dust X Lint X Humid X Fumes X
Other X

30. Strain:
Eye X Post X Lift X Press X Reach X Speed X Other X

31. Hazard:
Occupation X Workroom X

New Mill

FACTORY SCHEDULE, Sheet 4

Sanitation:

31. Drinking facilities, loc. wk rm Conv. ✓
Bblr. ✓ San ✓ Tank ✗ Cooler ✓ Faucet ✗ Other —
Cup, common ✗ Individ ✗ Kind ✗

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
4	long white urnal sink each toilet rm	✓	✓	✓	✗	✓	✗				

33. Toilets: Kind flush Sep ✓ If none, arngmt —
Flush, hnd ✗ Auto. ~~seat~~ ✓ Repr ✓ Plb .cl ✓ Paper ✓ Instrt ✓

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
2	6	2	wkrm	✓	✓	✓	✗	✓	✓	✓	✓	✓	—	✓	✓	✓
2	6	3	" "	✓	✓	✓	✗	✓	✓	✓	✓	✓	—	✓	✓	✓

Total no. seats 12 No. wmn, per seat 4
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other scrubbers No resp —
Swept reg. ✓ Freq da Wrk.hrs ✓ Scrub reg ✓ Freq da Wrk.hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. ✗ Kind —
Loc — Equip o.k. — Cln — Lt.nat — Art — Vent.o.k. —
Prov. hot food, drnk only ✗ Cooking convncs ✗ Supr — If None go home

35. Restroom, cmbd.with 0 Prov. ✗ Loc — Equip.o.k. —
Cln. — Lgt.nat. — Art — Vent o.k. — Supr — If none go to hospital

36. Cloakroom, combined with 0 Prov. ✓ Loc hall Conv ✓ Lkr ✗
Shlv. ✗ Hngr ✓ Wl.hk ✗ Seats ✓ Cln ✓ Lgt.nat ✓ Art ✓
Vent. o.k. ✓ Supr ✓ If none, — lkr — shlv — hngr — Wl.hk —

37. Health Service:
Hosp. ✓ Chg.of trained nurse Dr.reg ✓ On call — 1st aid complete equipment
Chg. of trained nurse Med. exam. ✓ Health rec. ✓ Acc. Rec. ✓
Comp. ✗ Kind acc.w. cut fingers mostly.

38. Other welfare: see note attached

New Mill

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit												
Stand												
all												
Sit or st.												

Winnsboro Mills

38. The mill had a village large enough to house all the people in the mill. Village had graded streets, cement side walks and was very well kept. Houses were equipped with baths and toilets and were well built and in good condition. Electric lights.

A completely equipped hospital room and a room for the dentist was located in a specially built house a short distance from mill. A graduate nurse put in full time attending the sick in the village and treating the first aid cases from mill. A dentist worked 2 hours daily at mill and a doctor can be called quickly as he lives near.

No community house, though one was in course of construction, as was a new school house.

66-9-85

South Carolina
Home Visits

509-A

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Daisy Kennedy col Address Main St.

Firm Lee's Laundry Occupation machine operator

Hours: Regular ✓ Irregular ✓

Overtime

Lost time

Reasons

Wages: Piece work Time work ✓

Increases in past year

Decreases

Variations in past year

Fines

Bonuses

Former job: Industry Home work Occupation

Hours Daily Weekly

How long held Earnings when leaving $4 per week

Reason for leaving got tired of long hours.

Personal facts: Age left school 13 yrs Grade completed 4th grade

Reasons for leaving school Poor. had to go to work.

Living at home

Boarding Amount paid

Date 1-16-22 Agent H. M. Hawkins

Daisy Kennedy has been with this Laundry 15 yrs. tho' it has changed hands. Present proprietor has had it about 1 yrs. Daisy seems to run the place. She gets all of her meals at the laundry, as she cooks most of them. The other girls get only 2, but she stays & cooks the supper & cleans up after that. Leaves about 8 o'clock.

She likes working in a Steam Laundry.

509 - B

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Roxie Marshall col Address 1302 Bonbell

Firm Lee's Laundry Occupation viner

Hours: Regular ✓ Irregular

Overtime —

Lost time —

Reasons —

Wages: Piece work — Time work

Increases in past year

Decreases

Variations in past year

Fines

Bonuses

Former job: Industry Housework Occupation Housework & washing

Hours Daily Weekly

How long held Earnings when leaving $12 per mo.

Reason for leaving

Personal facts: Age left school 14 Grade completed 5th grade.

Reasons for leaving school Poor had to go to work.

Living at home yes

Boarding Amount paid

Date 1-16-22 Agent H. M. Hawkins

510 - A

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Mary Poole (colored) Address Spartanburg S.C. Here 4 mos.

Firm Piedmont Laundry Occupation Flat work

Hours: Regular 9½ day - 53 wk Irregular —

Overtime evenings before holidays

Lost time x

Reasons —

Wages: Piece work x Time work ✓

Increases in past year 0

Decreases 0

Variations in past year x

Fines x

Bonuses x

Former job: Industry private home Occupation house maid

Hours ? Daily Weekly

How long held 2 yrs - Earnings when leaving $4

Reason for leaving more money in Laundry. Helps family in country -

Personal facts: Age left school 15 (Present age 19) Grade completed 5th

Reasons for leaving school N.S.

Living at home x

Boarding ✓ Amount paid $2.50 a week.

Date Dec 1921 Agent M. R. L.

510 - B

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Lottie Belle Jones (Colored) Address Spartanburg S. C. Here 1 yr.

Firm Piedmont Laundry - Occupation Flatwork -

Hours: Regular 9½ day 53 wk Irregular ×

Overtime sometimes before holidays - 2 or 3 times in year - evenings to 11:30

Lost time ×

Reasons -

Wages: Piece work × Time work ✓

Increases in past year 0

Decreases 0

Variations in past year —

Fines ×

Bonuses ×

Former job: Industry Underwear mill - Occupation Stitched underwear -

Hours ? Daily Weekly

How long held 3 mos - Earnings when leaving ?

Reason for leaving White help taken on -

Personal facts: Age left school 15 (Present age 17 -) Grade completed 7th -

Reasons for leaving school 6 in family - 3 earners -

Living at home with parents

Boarding × Amount paid ×

Date Dec 1921 Agent M. R. L.

510 - C

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Sallie Jones (Colored.) Address Spartanburg S.C. (Here)

Firm Piedmont Laundry Occupation Folder - 2½ yrs -

Hours: Regular 9½ day, 53 wk - Irregular x

Overtime If machinery breaks down - Perhaps 2 or 3 times in Year

Lost time x

Reasons —

Wages: Piece work x Time work ✓

Increases in past year 0

Decreases 0

Variations in past year —

Fines x

Bonuses x

Former job: Industry Laundry Occupation ironing ~~flat work~~ -

Hours N.S. Daily Weekly

How long held 5 mos - Earnings when leaving $5

Reason for leaving ~~wht~~ wanted to be in firm where sister worked -

Personal facts: Age left school 13 (Present age 16 -) Grade completed 5th

Reasons for leaving school large family

Living at home Married - Hsb = a cook in restaurant - No chn -

Boarding x Amount paid x

Date Dec 1921 Agent M.R.L.

510 - D

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Bessie Floyd (Colored) Address Spartanburg S.C.

Firm Piedmont Laundry Occupation Folder - Here 4 yrs.

Hours: Regular 9½ day 53 wk. Irregular —

Overtime Not often - Hotel or hospital wash, in case machinery breaks down and repairs make a delay

Lost time None

Reasons —

Wages: Piece work × Time work ✓

Increases in past year No change

Decreases ×

Variations in past year ×

Fines ×

Bonuses ×

Former job: Industry None — Occupation None —

Hours Daily Weekly

How long held Earnings when leaving

Reason for leaving

Personal facts: Age left school 15 (Present age 19-) Grade completed 9th

Reasons for leaving school "Done got thru going"

Living at home 6 in family, 4 earners, 2 chn young and at home

Boarding × Amount paid ×

Date Dec. 1921 Agent M. R. L.

510 - E

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Ora Belle Pasley (Colored) Address Spartanburg, S.C.

Firm Piedmont Laundry Occupation Flat work. Here 3 mos.

Hours: Regular 9½ day 53 wk. Irregular x

Overtime to 11:30 P.M. before holidays but paid for holidays.

Lost time 0

Reasons —

Wages: Piece work x Time work ✓

Increases in past year 0

Decreases 0

Variations in past year —

Fines x

Bonuses x

Former job: Industry Farm work Occupation in fields

Hours ? Daily Weekly

How long held Every summer 3 or 4 yrs. Earnings when leaving ?

Reason for leaving Large family at home on farm.

Personal facts: Age left school 13 (Present age 20) Grade completed 5th

Reasons for leaving school To help on farm.

Living at home 8 in family.

Boarding Sister boards too. Amount paid $2.50, room & board.

Date Dec 1921 Agent M. R. L.

510 - H

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Rosa Glover Dennis (Colored) Address Spartanburg S.C.

Firm Piedmont Laundry Occupation Shirt machine ironer (Here 1 yr.)

Hours: Regular 9½ da - 5 3 wk. Irregular —

Overtime No. Short Monday, 1-6:30 P.M.

Lost time 0

Reasons —

Wages: Piece work × Time work ✓

Increases in past year 0

Decreases 0

Variations in past year ×

Fines ×

Bonuses ×

Former job: Industry Private family Occupation housework

Hours ? Daily Weekly

How long held 3 yrs - Earnings when leaving N.S.

Reason for leaving N.S -

Personal facts: Age left school 15 (Present age 29.) Grade completed 5th

Reasons for leaving school Ran away from home and got married. Had good luck with her husband but he died. Now she's married again. Lives with hub and mother -

Living at home

Boarding × Amount paid ×

Date Dec 1921 Agent M.R.L.

510 -I

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Lucile Smith (#1) Colored - Address Spartanburg S C

Firm Piedmont Laundry Occupation Starch girl (Here 5 yrs.

Hours: Regular 9½ hrs - 5-3 wk Irregular -

Overtime No. Short Mondays - 1 - 6:30 P.M.

Lost time 0

Reasons —

Wages: Piece work × Time work ✓

Increases in past year 0

Decreases 0

Variations in past year —

Fines ×

Bonuses ×

Former job: Industry Private home Occupation Nurse maid

Hours ? Daily Weekly

How long held 3 yrs in one family Earnings when leaving ?

Reason for leaving More money in laundry -

Personal facts: Present age 19 Age left school 11 Grade completed 5th -

Reasons for leaving school Father & mother died -

Living at home with sister & brother - all work. Goes home Saturday and buys groceries and hasn't anything left -

Boarding × Amount paid ×

Date Dec 1921 Agent M. R. L.

510 - J

(93)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

HOME VISIT SCHEDULE (South Carolina)

Name of worker Lilla May Woodruff (Colored -) Address Spartanburg S.C.

Firm Piedmont Laundry Occupation Shaker out. (Here 2 mos.)

Hours: Regular 9½ day - 53 wk Irregular —

Overtime sometimes - on hotel + laundry work -

Lost time 0

Reasons —

Wages: Piece work × Time work ✓

Increases in past year 0

Decreases 0

Variations in past year ×

Fines ×

Bonuses ×

Former job: Industry Private home Occupation house work -

Hours ? Daily Weekly

How long held 1½ yrs Earnings when leaving

Reason for leaving Mother + sister live on farm and she likes to pick cotton if there's no work in town

Personal facts: Age left school 15 (Present age 19) Grade completed 5th

Reasons for leaving school Country school completed

Living at home with parents - invalid sister.

Boarding × Amount paid ×

Date Dec 1921 Agent M. R. L.

— South Carolina —

Knit Goods

10 Schedules

135 8-2-1 108

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Sunlight Honey Mills Address Blackville S.C.
Person interviewed Mr. Barlow
2. Product Mercery & Hosiery Position Manager

3. No. employed:

	W.	C.
Men	3	9
Women	—	37
Total	3	46

Day

	W.	C.	Total
Boys			12
Girls			37
Total			49

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

4. Firms scheduled hours:

Daily: Begin 7 (9-12) End 12 (12:45-5:45) Lunch period 45 min Rest period — Total 10

Saturday " " " " " " " " 5

Shifts " " " " " " " " "

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods Total shifts weekly hours

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " " "

Shifts " " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager — Or centralized method Mgr. Foremen —
Records kept —
Labor turnover —

8. Subcontract shop Home work given out

Date 1-31-22 Agent H. T. Harkins

9. Buildings:
No. 1 Mat. brick Entire ✓ Part —
Const. - New ✓ Old — Rmld — Fair — Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
~~B.~~								
1.	mating fold l.cy board pads.	✓	X	X	X	X	X	X
2.	(new knitting) lopping sedimng wispect winding	—	—	—	—	✓	—	✓
~~3.~~								
~~4.~~								
~~5.~~								
~~6.~~								

11. Halls:
Indirect X Cl. X Nat.lt.o.k. ✓ Art.prov. ✓ Other

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
X 1	middle front	½	brick	X	✓	✓	✓	X	X	X	✓	

13. Exits:
Outside, no. 7 Open out ✓ In — Slide — Obstruct.any exit —

14. Firescape rqd: — No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg ✓ Bkt — Hose — Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard — Optr. — Empl.rstrct

Workrooms. No. 2

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
	wood	✓	×			×	×		✓	✓ white	✓		✓	✓ white	✓	—

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✓ Modern ✓ Curtain, loc

21. Clngd. by girls × Men × Jant. ✓ Janitress × Other × No. resp. ×
sweep daily scrub wkly

22. Windows.						23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
Molding				✓		✓	✓				✓		✓	✓	bell	✓
fold + box				✓		✓	✓	✓						✓	pan	✓
boarding				✓			✓	✓						✓	pan	✓
* hoisting				✓	monitor ✓		✓	✓	✓		✓			✓	pan	✓
Inspect				✓	✓	✓	✓		✓		✓				pan	
Seams				✓	✓	✓	✓	✓	✓				✓	✓	pan	

25. Glare, loc. —

26. Reflection —

27. Heating system steam overhead pipes

28. Ventilation:
App. o.k. ✓ Art. — Kind — Loc. —

29. Special prob.
Heat — Cold — Dust — Lint — Humid — Fumes —
Other —

30. Strain:
Eye — Post — Lift — Press — Reach — Speed — Other —

31. Hazard:
Occupation — Workroom —

Sanitation:

31. Drinking facilities, loc. toilet room Conv. ✓
Bblr. ✓ San ✗ Tank — Cooler — Faucet ✓ Other —
Cup, common — Individ — Kind

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind.	Pap.	Com.	Often
1	white porcel	✓	✓	✓	✗	✗	✗	✗	✗	✗	

33. Toilets: Kind plumbing Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat — Repr ✓ Plb. cl ✗ Paper ✓ Instrt no smoking

No. T.R.	No. seats	Fl.	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	3	2nd fl.		✓	✓	✓	—	✓	✓	✓	✓	✗	—	✓	✓	✗

Total no. seats 3 No. wmn. per seat 10
Clng. by girls ✗ Men — Jant. ✓ Janitress — Other — No resp —
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq weekly Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with — Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

Rooms arranged for but have not put it in yet, probably not until they have white employees

35. Restroom, cmbd. with Prov. Loc Equip. o.k.
Cln. Lgt. nat. Art Vent o.k. Supr If none

a sort of passage way into toilet but separated by door

36. Cloakroom, combined with Prov. Loc Conv ✓ Lkr
Shlv. — Hngr — Wl. hk ✓ Seats — Cln ✓ Lgt. nat ✓ Art ✓
Vent. o.k. ✓ Supr If none, lkr shlv hngr Wl. hk

37. Health Service:
Hosp. ✗ Chg. of — Dr. reg — On call — 1st aid —
Chg. of — Med. exam. — Health rec. — Acc. Rec. —
Comp. — Kind acc. w.

38. Other welfare: —

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit looping scaling	chair	X	✓	foot rest									
winding inspecting	chair	X	✓										
mating	chair	X	✓										
Stand boarding	box		✓										
fold & box	chair		✓										
Sit or st.													

All colored women - no white ones at all.

22 - upper part of all windows windows in monitors all painted green felt that it made a great difference particularly in summer.

8. Mgr. said there was no home work given out except about once per year. one of regular workers took home some hose to "take samples for salesmen". worked 12 hrs in 1921 at this,

— South Carolina —

Laundries

14 Schedules

1-8-1

(500)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Anderson Laundry Address Anderson. S. C.
Person interviewed N. R.

2. Product Laundry & Dry Cleaning Position Mgr.

3. No. employed:

	W.	C.
Men	3	6
Women	X	11
Total	3	17

Day

	W.	C.	Total
Boys	X	X	9
Girls	X	X	11
Total	X	X	20

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

Certified Copy Nov 1937. M.H. Turner.

4. Firms scheduled hours:

Daily: Begin 7 End 5.00 Lunch period 1 Rest period X Total 9

Saturday " 7 " 12 " " X " " X " 5

Shifts " X " X " " X " " X " X

Regular weekly number of days 5½ Total weekly hours 50

Shifts weekly number of periods _____ Total shifts weekly hours X

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Overtime or undertime ✓ occasional

6. Seasonal X

7. Employment Policy:
Employment manager X Or centralized method ✓ Mgr Foremen X
Records kept X
Labor turnover N. R.

8. Subcontract shop X Home work given out X

Date Jan 19. 1937 Agent R. B. Jennison

9. Buildings:
No. 1 Mat. Brick Entire ✓ Part ✗
Const. - New ✗ Old ✗ Rmld ✗ Fair ✗ Unsafe ✗ Other good

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	✗ no women							
1.	Mark Dry Rm. Mangle Dry Rm. / Finishing / Dry Clng	✓			✓	✓		✓
2.	storage							
3.								
4.								
5.								
6.								

11. Halls: ○
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	center side	✗	✗	✗	✓	✗	✓	✗	✓	✓	✓	✗
	(women dont use - dont go on 2nd FL)											

13. Exits:
Outside, no. 5 Open out ✓ In ✗ Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: ✗ No. + Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall — Door ✓ Spklr ✓ Extg ✓ Bkt ✗ Hose ✗ Other ✗

15. Elevators:
Passenger
No. ✗ Guard — Oprt. — Empl.rstrct —
Freight
No. ✗ Guard — Optr. — Empl.rstrct —

Workrooms. No. 2

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Mangle room		✓+	✓	X	Same	X	X	Same	✓	✓	X	Same	✓	✓	X	X
Irons & finishing dept		✓+	✓	X	Same	X	X	Same	✓	✓	✓	Same	✓	✓	✓	X
"																

"Composition floor easy to clean - not as hard as concrete"

20. Light, nat. adqt. ✓ Inadqte, where X Windows opaque X
Clean ✓ Modern ✓ Curtain, loc X

21. Clngd. by girls ✓ sweep Men ✓ scrub Jant. X Janitress X Other X No. resp. —
Sweep 1ce day Scrub 2ce month

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
Mangle room		✓								✓				✓	X	X
Ironers		✓			✓					✓				✓	X	X
													"daylight"		bulbs	

25. Glare, loc. X

26. Reflection X

27. Heating system steam - overhead pipes -

28. Ventilation:
App. o.k. ✓ Art. X Kind elec. fans summer Loc. Finishing & Mangle

29. Special prob.
Heat X Cold X Dust X Lint X Humid X Fumes X
Other X

30. Strain:
Eye X Post X Lift X Press X Reach X Speed X Other X

31. Hazard:
Occupation burns Workroom X

Sanitation:

31. Drinking facilities, loc. Mangle Dept Conv. ✓
Bblr. X San — Tank — Cooler ✓ Faucet ✓ Other X
Cup, common X Individ ✓ Kind glass

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
2	Iron sinks	✓	✓	✓	X	✓	X				

33. Toilets: Kind shathoff Sep ✓ If none, arngmt —
Flush, hnd X Auto. seat ✓ Repr ✓ Plb. cl ✓— Paper ✓ Instrt X

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	1	1	off wrkrm	✓	✓	✓	✓	X	✓	—	X	X	X	X	✓	✓—

Total no. seats 1 No. wmn, per seat 11
Clng. by girls ✓ Men X Jant. X Janitress X Other X No resp —
Swept reg. ✓ Freq 2 dy. Wrk. hrs ✓ Scrub reg ✓ Freq 1 c/wk Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with — Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

35. Restroom, cmbd. with — Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with — Prov. X Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, ✓ lkr X shlv X hngr X Wl. hk ✓ wrkroom

37. Health Service:
Hosp. X Chg. of — Dr. reg X On call ✓ bdy in Anderson 1st aid ✓
Chg. of mgr Med. exam. X Health rec. X Acc. Rec. X
Comp. X no accidents lost time Kind acc. w. X

38. Other welfare: X

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand Mangle	Lowbox	X	✓	—	—								
Irons	"	X	✓	—	—								
Sit or st.													

Not used

8 skylights over finishing dept - very light & white
other half of building - older - darker -

20-8-5 (?)

(501)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

Columbia S.C.

1. Name of factory Capital City Laundry Address 1113 Gervais St.
Person interviewed Mr Hedden Mr Young
2. Product General Wash Position Supt. Mgr.

3. No. employed:

	W.	C.
Men	6	3
Women	1	13
Total	7	16

Day

	W.	C.	Total
Boys	—	—	9
Girls	—	—	14
Total	—	—	23

Night

	W.	C.
Men	X	X
Women	X	X
Total	X	X

	W.	C.	
Boys	X	X	X
Girls	X	X	X
Total	X	X	X

4. Firms scheduled hours:

Daily: Begin 8 End 6 Lunch period 30 Rest period X Total 9½ 44½

Saturday " 8 (Mon. 9) " 4.30 (6) " " 30 " " " 8½

Shifts " " " " " " " " " X

Regular weekly number of days 6 Total weekly hours 54½

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " " "

Shifts " " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime after holidays worked until 8 o'clock to catch up. occasionally ½ - 1 hr extra

6. Seasonal X

7. Employment Policy:
Employment manager X Or centralized method Supt. Foremen —
Records kept X
Labor turnover X

8. Subcontract shop Affiliated with Columbia Laundry. Home work given out —

Date 1-11-22 Agent E. L. Best
N. M. Hawkins

9. Buildings:
No. 1 Mat. brick Entire ✓ Part —
Const. - New — Old ✓ Rmld — Fair — Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	wash room mangle	✓	—	—			X	✓
2.	varning & passing sorting & marking					✓	X	✓
3.								
4.								
5.								
6.								

11. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	from workroom to workroom	X	wood ✓	—	✓	X	handrail & projecting ledge	X	X	✓	✓	—

13. Exits:
Outside, no. 1 Open out — In ✓ Slide — Obstruct.any exit —

14. Firescape rqd: — No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall — Door — Spklr — Extg — Bkt — Hose — Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard — Optr. — Empl.rstrct only truckers allowed to use.

Workrooms. No. 8

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
	1	cement	✓	✓			X	X		✓	✓	X		✓	✓	✓	✓ —
ironing	2	wood	✓	✓			X	X		✓	✓	X		✓	✓	✓	X
sorting	2	wood	✓	✓			X	X		✓	✓	X		✓	✓	✓	X

20. Light, nat. adqt. ✓ Inadqte, where over mangles Windows opaque X
Clean ✓ Modern X Curtain, loc X

21. Clngd. by girls ✓ Men X Jant. X Janitress X Other X No. resp.
no regular time — when needed

	22. Windows.						23. Work bench.					24. Art. lt. kind.				
	Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
	1			✓				✓							✓	none	
ironing	2				✓		✓	✓	✓						✓		
sorting	2	✓						✓							✓		

25. Glare, loc. X

26. Reflection X

27. Heating system from machinery sufficient.

28. Ventilation:
App. o.k. X Art. X Kind X Loc. 2 skylights could be opened to allow steam to escape.

29. Special prob.
Heat ✓ Cold X Dust X Lint X Humid ✓ Fumes X
Other Heat & humidity well taken care of.

30. Strain:
Eye X Post — Lift — Press — Reach — Speed — Other —

31. Hazard:
Occupation burns Workroom elevator not guarded on first floor.
Machines well guarded on 2nd floor wire screen on 3 sides only.

Sanitation:

31. Drinking facilities, loc. 1 & 2 floor Conv. ✓
Bblr. ✗ San — Tank ✗ Cooler in summer Faucet ✓ Other
Cup, common ✗ Individ ✗ Kind supply own

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
1	faucet, over iron tub which was used for other work purposes	✓	✓	✓	✗	✗	✗		girls use laundry		
2		✓	✓	✓	✗	✗					
	✗										

ironing
sorting

33. Toilets: Kind flush Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	1	✓	[illegible]	✓	✗	✗	✓	—	✗	—	✗	✓	✗	✗	✗	✓

Total no. seats 1 No. wmn. per seat 13
Clng. by girls ✓ Men ✗ Jant. ✗ Janitress ✗ Other ✗ No resp
Swept reg. ✗ Freq ✓ Wrk. hrs ✓ Scrub reg ✓ Freq Mon a, m Wrk. hrs ✓
Supt. says when necessary

Service and Welfare.

34. Lunchroom, combined with ✗ Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

35. Restroom, cmbd. with ✗ Prov. — Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with ✗ Prov. — Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, ✓ lkr — shlv — hngr — Wl. hk ✓

37. Health Service:
Hosp. ✗ Chg. of — Dr. reg — On call — 1st aid —
Chg. of — Med. exam. — Health rec. — Acc. Rec. —
Comp. — Kind acc. w. —

38. Other welfare: ✗

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit dampness,	high		✓										
starching	stools		✓			uniforms should be							
feeders to collar machine			✓			supplied.							
Stand	one chair in												
	ironing room												
	all other jobs												
	stand only.												
Sit or st.													

24. There were no electric light bulbs in sockets. They can't keep them there as they are stolen constantly. When there is a dark day & they are needed the office supplies them.

22. Hand ironers had electric irons, but were not provided with seats so that they could sit while ironing. However there were seats in the room.

20-8-6

502

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

Columbia

1. Name of factory [illegible] Address [illegible] St.
Person interviewed Mrs Miller
2. Product [illegible] Position [illegible] Sec'y & Treas

3. No. employed:

	W.	C.		W.	C.	Total
Men	1	3	Day: Boys			4
Women	2	27	Girls			26
Total			Total			30

	W.	C.		W.	C.
Men			Night: Boys		
Women			Girls		
Total			Total		

4. Firms scheduled hours:

Daily: Begin 8 End 5 Lunch period 30 Rest period — Total 8½

Saturday " 8 " 2 " " — " " — " 6

Shifts Mondays " 10 30 " 5 " " 30 " " " 6

Regular weekly number of days 6 Total weekly hours *46 Average

Shifts weekly number of periods — Total shifts weekly hours —

*Occasionally a little longer set to finish up but when they can leave when work is done other days

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime Occasionally – almost never later than 6 – often through by 2 or 4

6. Seasonal Summer is busiest

7. Employment Policy:
Employment manager — Or centralized method ✓ Mrs Miller Sec'y & Treas Foremen —
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date 1-20-22 Agent [illegible]

Xmas – Labor Day – Thanksgiving – 4th of July ½ – N.Y. ½

9. Buildings:
No. 1 Mat. brick Entire ✓ Part —
Const. - New — Old ✓ Rnld — Fair ✓ Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	drilling, radiator, angle	✓						✓
2.	pressing, ironing, packing			✓		✓	✓	✓
3.								
4.								
5.								
6.								

11. Halls: None
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other
X 1	at front of a	½	wood	X	X	✓	O	X	X	✓	✓	—
1	" rear " " "	½	"	X	X	✓	✓	X	X	X	X	—
											one step back	

13. Exits:
Outside, no. 3 Open out ✓ In — Slide ✓ Obstruct.any exit —

14. Firescape rqd: X No. X Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall — Door X Spklr X Extg X Bkt X Hose X Other X

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. X Empl.rstrct ✓

Rooms. No. 2

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	cement	✓	✓	—		X	X		✓	X	X		✓	X	X	X
2	wood	✓	✓	—		X	X		✓	✓	✓		✓	✓	✓	X

20. Light, nat. adqt. ✓— Inadqte, where 1st floor Windows opaque X
Clean X Modern X Curtain, loc West side 2nd fl.

21. Clngd. by girls ✓ Men — Jant. — Janitress — Other — No. resp. —
Sweep daily — scrubbed when most was stack — usually clean

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1			✓			✓		✓		✓				✓	unshaded	
2				✓		✓	✓	✓		✓				✓	"	✓

25. Glare, loc. Unshaded bulbs

26. Reflection X

27. Heating system Steam indirect

28. Ventilation:
App. o.k. ✓— Art. Hood over tumbler — Kind — Loc. (1st floor might have clean roof / monitor type on 2nd floor) work on day of visit

29. Special prob.
Heat — Cold — Dust — Lint — Humid — Fumes —
Other Boards provides on wagon so that they did not stand on cement floor

30. Strain:
Eye — Post — Lift — Press — Reach — Speed — Other —

31. Hazard:
Occupation X Workroom Unguarded side belts

Sanitation:

31. Drinking facilities, loc. rest rooms & hall Conv. ✓
Bblr. — San — Tank — Cooler — Faucet ✓ Other —
Cup; common — Individ — Kind girls supply own

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind.	Pap.	Com.	Often
1	faucets near ent.	✓	—	✓	—	—					
2	tubs & faucets around room	✓	✓	✓	✓	✓	✓	✓	—	—	whenever girls would like a change one they can take it

33. Toilets: Kind flush Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat — Repr ✓ Plb. cl ✓ Paper ✓ Instrt —

	No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k.	Vnt oth rm.	Art vnt o.k.	Lgt nat o.k.	Lgt art o.k.	Cl
W	1	1	2	w r	toilet rooms	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Col	1	1	2	w r	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	1	office															

Total no. seats 2 women No. wmn. per seat 1 = 2 w 1 = 24 col
Clng. by girls ✓ Men — Jant. — Janitress — Other — No resp —
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq as needed Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with ✓ Prov. ✓ Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None table & chairs in aisle & girls have time

35. Restroom, cmbd. with clock Prov. ✓ Loc ✓ Equip. o.k. in order
Cln. ✓ Lgt. nat. ✓ Art ✓ Vent o.k. ✓ Supr ✓ If none —

36. Cloakroom, combined with rest Prov. ✓ Loc 2nd fl Conv ✓ Lkr ✓
Shlv. — Hngr — Wl. hk ✓ Seats ✓ Cln ✓ Lgt. nat ✓ Art ✓
Vent. o.k. ✓ Supr ✓ If none, — lkr — shlv — hngr — Wl. hk —

37. Health Service:
Hosp. — Chg. of — Dr. reg — On call — 1st aid ✓
Chg. of nurse full Med. exam. — Health rec. — Acc. Rec. —
Comp. — Kind acc. w. —

38. Other welfare: ✓

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand													
All workers	chairs	X											
stand	seated												
	work one												
Sit or st.	bench												

33 - Seat gone but girls each have their own piece of cardboard which they use

34 - 8 - 10

504

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Greenville Sandals Address Greenville S.C.
Person interviewed J. S. Simpson

2. Product _____ Position _____

3. No. employed:

	W.	C.
Men	9	1
Women	4	20
Total	13	21

Day

	W.	C.	Total
Boys			10
Girls			24
Total			34

	W.	C.
Men		
Women		
Total		

Night

	W.	C.	
Boys			
Girls			
Total			

4. Firms scheduled hours:

Daily: Begin 7.30 End 6, Lunch period 1/2 Rest period _____ Total 10 (5)

Saturday " 7.30 " 12 noon " " _____ " " _____ " 4½ or 5½

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days 5½ Total weekly hours 55 av

Shifts weekly number of periods _____ Total shifts weekly hours _____

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager _____ Or centralized method ✓ Foremen _____
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date Dec. 31, & Jan 5 Agent Benham

9. Buildings:
No. 1 Mat. Part Brick part wood part sheet metal Entire X Part ✓
Const. - New X Old X Rmld ✓ Fair ✓ Unsafe X Other X

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	Laundry	1				2		
2.	Residence (front Part only)							
3.								
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway: 0

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other

13. Exits:
Outside, no. 4 Open out thru engine room In 3 Slide ____ Obstruct.any exit ____

14. Firescape rqd: X No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall X Door X Spklr X Extg ✓ Bkt X Hose X Other X

15. Elevators: 0
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 0 Guard — Optr. — Empl.rstrct —

Rooms. No. 8

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Wash & Iron	wood	✓	✓	—	am	X	X	am	✓	✓	✓	am	✓	✓	✓	X
	cem.	✓	✓	—	am	X	X	am	✓	X	X	am	✓	X	X	X
					excellent arrangement & order											

20. Light, nat. adqt. X Inadqte, where wash & iron room Windows opaque X
Clean ✓ Modern X Curtain, loc 0

21. Clngd. by girls ✓ Men ✓ Jant. X Janitress X Other X No. resp. X
swept daily before work scrubbed 2 or 3 times year

22. Windows.						23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
	✓				✓	✓			✓		X	X	X	✓	X	none
Marks out sort & bundle		✓					✓				X	X	X	✓	X	"
Wash & iron		✓			✓					✓	X	X	X	✓	X	"
				little light												

25. Glare, loc. 0 apparent Women could shift & not face windows constantly

26. Reflection 0

27. Heating system industry

28. Ventilation: Long skylight length of room open in summer
App. o.k. ✓ Art. X Kind Loc.

29. Special prob.
Heat X Cold X Dust X Lint X Humid X Fumes X
Other X

30. Strain:
Eye X Post X Lift X Press X Reach X Speed X Other X

31. Hazard:
Occupation X Workroom unenclosed belts on flat work ironer, unguarded ext.

Sanitation:

31. Drinking facilities, loc. wk room Conv. ✓
Bblr. ✗ San — Tank ✗ Cooler ✗ Faucet ✓ Other ✗
Cup, common ✗ Individ ✗ Kind ✗

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
several	iron sinks	✓	✓	✓	✓	✓	✓	✓			

33. Toilets: Kind short hopper Sep ✗ not for white If none, arngmt —
Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb. cl ✓ Paper ✓ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
2	2	1	wk	✓	✗	✗	✓	✗	✗	✓	✗	✓ wk	—	✓	✓	✗
stated colored men used yard toilet																

Total no. seats 2 No. wmn. per seat white 6 + 9 mn col 20
Clng. by girls ✓ Men ✓ Jant. ✓ Janitress ✗ Other ✗ No resp ✗
Swept reg. ✓ Freq d Wrk. hrs ✓ Scrub reg ✗ Freq not oftener than once a mo Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food ✗ drnk only ✗ Cooking convncs ✗ Supr — If None home or wk

35. Restroom, cmbd. with 0 Prov. — Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none no provision

36. Cloakroom, combined with 0 Prov. — Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, wk lkr ✗ shlv ✗ hngr ✗ Wl. hk ✓

37. Health Service:
Hosp. ✗ Chg. of — Dr. reg ✗ On call ✗ 1st aid ✗
Chg. of — Med. exam. ✗ Health rec. ✗ Acc. Rec. ✗
Comp. ✗ Kind acc. w. burns

38. Other welfare: 0

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit Marks & Sort	steel	X	X	X	X								
Iron													
Press													
Flat work													
~~Stand~~ Shake													
Sit or st.													

No 52 records, No Daily Payrolls, Individual Records kept only last few months

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

35-8-11

FACTORY SCHEDULE, Sheet 1

1. Name of factory Greenwood Laundry Address Greenwood S C
Person interviewed H C McKinney
2. Product _____ Position Mgr.

3. No. employed:

	W.	C.
Men	6	5
Women		10
Total	6	15

Day

	W.	C.	Total
Boys			11
Girls			10
Total			21

Night

	W.	C.
Men		
Women	//	//
Total	//	//

	W.	C.	
Boys			
Girls	//		//
Total	//		//

4. Firms scheduled hours:

Daily: Begin 8 End 6 Lunch period 1 hr Rest period _____ Total 9

Saturday " 8 " 2 or 3 " " _____ " " _____ " 6½ aw

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days 6 Total weekly hours 51½ aw.

Shifts weekly number of periods _____ Total shifts weekly hours _____

frequently thru before 6

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager _____ Or centralized method ✓ Foremen _____
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date Jan. 25, 1921 Agent Benham

9. Buildings:
No. 1 Mat. Sheet Metal Entire ✓ Part —
Const. - New ✗ Old ✗ Rmld ✗ Fair O.K. Unsafe ✗ Other ✗

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	All work	✓				✓		
2.								
3.								
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway: 0

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other

13. Exits:
Outside, no. 4 Open out ✗ In ✓ Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: 0 No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall ✗ Door ✗ Spklr ✗ Extg ✓ Bkt ✗ Hose ✗ Other ✗

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 0 Guard — Optr. — Empl.rstrct —

Rooms. No. 1

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
All	clm	✓	7	—		2m	×	×	2m	✓	✓	×	2m	✓	✓	×	×

20. Light, nat. adqt. × Inadqte, where center room Windows opaque ×
Clean ✓ Modern × Curtain, loc none

21. Clngd. by girls ✓ Men ✓ Jant. × Janitress × Other × No. resp. ×
all swept one week following work. Men scrub one wk, Sat afternoon

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1st			✓		✓					✓	×	×	×	✓	×	none
		windows														

25. Glare, loc. 0

26. Reflection 0

27. Heating system heat of industry

28. Ventilation:
App. o.k. ✓ Art. ✓ Kind exhaust fan Loc. rear of workroom

29. Special prob.
Heat × Cold × Dust × Lint × Humid × Fumes ×
Other ×

30. Strain:
Eye × Post × Lift × Press × Reach × Speed × Other ×

31. Hazard:
Occupation × Workroom ×

[illegible]on:

[illegible]inking facilities, loc. wk room Conv. ✓

[illegible]. ✓ San ✗ Tank ✗ Cooler ✗ Faucet ✗ Other ✗

[illegible]up, common ✗ Individ ✗ Kind ✗

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Towels: Ind.	Towels: Pap.	Towels: Com.	Towels: Often
1	iron sink	✓	✓	✓	✓	✓	✓	—		N.S.	N. S.
						stated furnished towels					
							none seen				

in wk room

33. Toilets: Kind shot hole Sep ✓ If none, arngmt —

Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb. cl ✗ Paper ✓ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	1	1	wk	✓	✗	✗	✓	✗	✗	✓	✗	✓	—	✗	✗	✗
											wk					

non-partition only

Total no. seats 1 No. wmn. per seat 10

Clng. by girls ✓ Men ✓ Jant. ✗ Janitress ✗ Other ✗ No resp ✓

Swept reg. ✓ Freq wk Wrk. hrs ✗ Scrub reg ✓ Freq wk Wrk. hrs ✗

Service and Welfare.

34. Lunchroom, combined with 0 Prov. — Kind —

Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —

Prov. hot food, ✗ drnk only ✗ Cooking convncs ✗ Supr — If None home or wk room

35. Restroom, cmbd. with 0 Prov. — Loc — Equip. o.k. —

Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none no provisions

36. Cloakroom, combined with 0 Prov. — Loc — Conv — Lkr —

Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —

Vent. o.k. — Supr — If none, wk room lkr ✗ shlv ✗ hngr ✗ Wl. hk ✓

37. Health Service:

Hosp. ✗ Chg. of — Dr. reg ✗ On call ✗ 1st aid ✗

Chg. of — Med. exam. ✗ Health rec. ✗ Acc. Rec. ✗

Comp. ✗ Kind acc. w. none to report

38. Other welfare: 0

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand													
all	O	—		—		X							
	X												
	non	but		casual		as	lather	basket					
Sit or st.													

12-8-2

(504)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Home Steam Laundry Address Charleston, S.C.
Person interviewed Mr. Boyce
2. Product Laundering service Position Foreman.
Mr. M. J. Moran, Prop.

3. No. employed:

	W.	C.		W.	C.	Total
Day						
Men	2	9	Boys	—	—	11
Women	—	22	Girls	—	—	22
Total	2	31	Total			33
Night						
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours: (Daily Hrs put on yellow cards as N.R. Code - X.)

Daily: Mon-Tues-Fri Begin 7:30 End 6 Lunch period ½ hr Rest period — Total 10 " (8½ hrs)

Saturday " 10 " 3 " " ½ hr " " — " 4½ " (7 hr day)

[maximum 10 5]

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 53. [Not able to tell total. Varies - But not over 60 hrs.]
(Paid and absence deducted on basis of 60 hrs per wk.)

Shifts weekly number of periods — Total shifts weekly hours —

Collect Mon, Tues., Weds., Deliver Fri. Sat. Hotel work Sat. Collect & deliver.

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

irregular

5. Overtime or undertime 6-6:30 P.M. to finish, Mon or Tues to finish up = overtime every week. Mon. 7:30-9 Sat. 7:30-10 - = short time.

6. Seasonal Jan. Feb. Mar. - = business. July & Aug. - very dull.

7. Employment Policy:
Employment manager X Or centralized method X Foreman ✓
Records kept X
Labor turnover No figures - Thinks they stay very well -

8. Subcontract shop X Home work given out X

Date Nov 18 1921 Agent M.R.L.

Home Steam Ly.

FACTORY SCHEDULE, Sheet 2

9. Buildings:
No. 1 Mat. Metal sheathed Entire ✓ Part ✗
Const. - New ✗ Old 30 yrs Rnld ✓ Fair — Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	✗					✓		
1.	flat work - washroom, sorting, bundling	✓	✗	✗	✓	✓	✓	✗
2.	starch and ironing room							
3.								
4.								
5.								
6.								

11. Halls: None
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	outside, rear	✗	wood	✗	✓	✗	✓	✗	✗	fair	✓	✗
1	inside, front	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓	metal

(a peculiar spiral stairway - used by management but not by workers unless for fire escape.)

13. Exits:
Outside, no. 5 Open out ✗ In ✓ Slide ✗ Obstruct. any exit ✗

14. Firescape rqd: ✗ No. — Well — Str. — Lad. — Other — Exit, kind —
Obst. ✗ Firewall ✓ between boiler room and workroom Door ✗ Spklr ✗ Extg ✓ Bkt ✗ one on each floor Hose ✗ Other ✗

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 0 Guard — Optr. — Empl.rstrct —

Workrooms. No. 2

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st + 2d floors	hdwd	✓	✓				×	×		✓	×	×		✓	×	×	×
	fairly clean									gray tint				gray tint			
	some accumulations									fairly clean on 2d floor				first floor worse than 2d floor.			

20. Light, nat. adqt. ✓ Inadqte, where × Windows opaque ×
Clean × Modern × Curtain, loc 0 — except in office.

21. Clngd. by girls ✓ Men × Jant. × Janitress × Other — No. resp. +
swept every morning, early. partly scrubbed on Fridays.

22. Windows.						23. Work bench.					24. Art. lt. kind. electric					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1st floor				✓		✓	✓	×	×	—	×	×	✓	×	0	×
2d floor				✓		✓	✓	×	×	—	×	×	✓	×	0	×
											poor equipment.					

25. Glare, loc. On South side - each floor - folders and bundles.
Green roller curtains badly needed. + from artificial bulbs
26. Reflection None
27. Heating system Steam from equipment
28. Ventilation: open windows and doors on all sides.
App. o.k. ✓ Art. × Kind — Loc. —
29. Special prob.
Heat ✓ Cold × Dust × Lint × Humid ✓ Fumes ×
Other No hood over mangle or wash machines.
Drainage very good - dry floors - but clouds of steam -
30. Strain: glare treadles = O.K.
Eye ✓ Post × Lift × Press × Reach × Speed × Other ×
31. Hazard: (2 extractors covered = O.K.)
Occupation belts + pulleys unguarded Workroom 1st + 2d floors.

Sanitation:

31. Drinking facilities, loc. first floor Conv. ✓
Bblr. ✓ San XX Tank X Cooler ✓ Faucet X Other X
Cup, common X Individ X Kind X
(On 2d floor, only a faucet at ~~one~~ the starch sink.)

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
2	set wash tubs	✓	✓	✓	✓	X	X	—	—	—	—

33. Toilets: Kind Yard- Sep ✓ If none, arngmt —
Flush, hnd X Auto. seat X Repr ✓ Plb. cl — Paper ✓ Instrt X

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	3	✓	Yard	✓	X	X	✓	X	✓	✓	✓	X	X°	✓	o	✓

Three small compartments together, with 3 doors — doors only — doors for each compartment

The toilet flush is unusual = deep vault: open drain from wash room runs thru vault.

Total no. seats 3 No. wmn. per seat 8 ✓
Clng. by girls ✓ Men X Jant. X Janitress X Other X No resp X
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq weekly Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with — Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs o Supr — If None- eat in workrooms- all bring lunch.

35. Restroom, cmbd. with — Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none no equipment of any kind.

36. Cloakroom, combined with — Prov. X Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, ✓ lkr X shlv ✓ hngr X Wl. hk ✓
in out comd workroom - not partitioned off

37. Health Service:
Hosp. X Chg. of X Dr. reg X On call X 1st aid case in office
Chg. of foreman Med. exam. X Health rec. X Acc. Rec. X
Comp. yes. Inspected twice a year. Kind acc. w. one on collar machine adjustment of blade - a cut but no time lost

38. Other welfare: —

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
Stand all	o	—	—	o	×	×	✓	×	×	—	—	—	✓
Sit or st.													

Girls, if they rest, have only trucks or boxes to sit on.

Work clothes are washed and ironed at noon by the workers, if they wish to do it.

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

507

1. Name of factory Ideal Laundry Address 560 King St
Person interviewed Mr. C. Weston
2. Product Bundle wash Position Mgr

3. No. employed:

	W.	C.		W.	C.	Total
Day						
Men	3	2	Boys			5
Women	6	33	Girls			39
Total			Total			44
Night						
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours:

Daily: Begin 8 End 6 Lunch period 1 hr Rest period — Total 9

Saturday " 8 " 4-6 " " 1 hr " " — " 8 average

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 58

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin — End — Lunch period — Rest period — Total —

Saturday " — " — " " — " " — " —

Shifts " — " — " " — " " — " —

Regular weekly number of days — Total weekly hours —

Shifts weekly number of periods — Total shifts weekly hours —

5. Overtime or undertime Occasionally - "Firing & a half pay" manager said - payroll shows this paid to men - not to women

6. Seasonal No

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date 11/17/21 Agent E. L. Bird

9. Buildings:
No. 1 Mat. brick Entire ✓ Part ____
Const. - New ____ Old ✓ Rmld ____ Fair ✓ Unsafe ____ Other ____

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	Office staff	✓						
2.	Ironing pressing + wrapping				✓	✓		✓
3.	Marking packing + mails					✓		✓
4.								
5.								
6.								

11. Halls: Stairs directly — smoke room — entrance through office
Indirect ____ Cl. ____ Nat.lt.o.k. ____ Art.prov. ____ Other ____

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	At end of workroom	—	✓	—	—	✓	✓	—	—	X	✓	—

13. Exits: None 4 aft stairway & elevator
Outside, no. ____ Open out ____ In ____ Slide ____ Obstruct.any exit ____

14. Firescape rqd: ____ No. ____ Well ____ Str. ____ Lad. ____ Other ____ Exit, kind ____

Obst. ____ Firewall ____ Door ____ Spklr ____ Extg ✓ Bkt ✓ Hose ____ Other ____

15. Elevators:
Passenger
No. ____ Guard ✓ Oprt. ____ Empl.rstrct ____
Freight
No. ____ Guard ____ Optr. ____ Empl.rstrct ____

Use for both freight + passenger
entrance on 1st floor
Any man or adult girl

Workrooms. No. 2 — water run through from 3rd floor & 2nd floor ceiling

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2nd	wood		✓		irregular				✓	X	X		X	X	X	X
3rd	"	✓	✓		sufficient					—			✓	X	X	X
		—			room								water dripped through & spot			
					between											
					machines											

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque Plain glass
Clean ✓ Modern — Curtain, loc X

21. Clngd. by girls Usually Men — Jant. — Janitress — Other — No. resp. ✓
Such water not has scrubbed Monday morning

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
2		✓	dry clean wood			—	—	—	—	✓	—	—	—	✓	X	X
3			w/	✓		—	✓	—	—	—				✓	✓	✓
			lad													
			from													
			windows													
			3													
			sides													

25. Glare, loc. Electric bulbs were not at shade

26. Reflection —

27. Heating system Work machinery

28. Ventilation:
App. o.k. X Art. Kind Loc.

29. Special prob. on back
Heat ✓ Cold Dust Lint Humid Fumes
Other

30. Strain:
Eye — Post ✓ Lift — Press ✓ Reach — Speed — Other

31. Hazard:
Occupation Burns & unguarded machs, roller press, dampener Workroom Water dripping from 3rd floor ceiling & 2nd floor wet & dripping in 3 places

× The room on the 2nd floor where the pressing & ironing is done had windows on north & west side so there was not a good draft. It was very hot on day of visit which was a mild autumn day. In the summer the foreman said it was terribly hot, & there should be exhaust pipes & window fans installed. The girls complained of the present electric fans because they blow air right on you & when you are drying sweat from perspiration it gives you a cold.

Sanitation
31. Drinking
Blr. cor.
Cup,
32. Was
No.

12-83

FACTORY SCHEDULE, Sheet 4

Sanitation:

31. Drinking facilities, loc. carts downstairs Conv. ✓
Bblr. ____ San ____ Tank ____ Cooler ____ Faucet ✓ Other ____
Cup, common ✓ Individ ____ Kind ____

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
2	wash basin	✓	✓	✓	✓	✓					
3	" "	✓	✓	✓	✓	✓	need anything				
							laundry				

33. Toilets: Kind flushing Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat — Repr ✓ Plb. cl ✓ Paper ✓ Instrt ____

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	1	✓	1 on 2nd floor W.	✓	✓	✓	—	✓	✓	✓	✓	✓	O	✓	✓	✓
1	1		1 on 3rd floor	✓	✓	✓	—	✓	✓	✓	✓	✓	O	✓	O	✓

Total no. seats 2 No. wmn. per seat 1/on 6 W — 1/on 39 ed only dirty
Clng. by girls — Men ____ Jant. ____ Janitress ____ Other ____ No resp ✓
Swept reg. ____ Freq ____ Wrk. hrs ____ Scrub reg ____ Freq ____ Wrk. hrs ____ girls did

Service and Welfare.

34. Lunchroom, combined with ____ Prov. ____ Kind ____ girls will go on when they leave their clsrm
Loc ____ Equip o.k. ____ Cln ____ Lt. nat ____ Art ____ Vent. o.k. ____
Prov. hot food, drnk only ____ Cooking convncs ____ Supr ____ If None ____

35. Restroom, cmbd. with ____ Prov. ____ Loc ____ Equip. o.k. ____
Cln. ____ Lgt. nat. ____ Art ____ Vent o.k. ____ Supr ____ If none ____

36. Cloakroom, combined with ✓ Prov. narrow closet with hooks on walls 2nd floor Loc ____ Conv ____ Lkr ____
Shlv. — Hngr — Wl. hk ✓ Seats ____ Cln ✓ Lgt. nat one window in cloakroom Art ✓
Vent. o.k. ✓ Supr ✓ If none, ✓ lkr ____ shlv ____ hngr ____ Wl. hk ✓

37. Health Service:
Hosp. ____ Chg. of ____ Dr. reg ____ On call ____ 1st aid Pil & ointm for burns
Chg. of no a c Med. exam. ____ Health rec. ____ Acc. Rec. ____
Comp. ✓ Kind acc. w. ____

38. Other welfare: —

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
Stand all girls						For health of workers							
stand - also													
seat in plant													
Sit or st.													

135 12-8-4 (508)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Jet White Laundry Address Charleston S. C.
Person interviewed Mr Sherlock
2. Product Laundering services. Position Mgr.
Mr. Simmons foreman
Mrs. Mc. Kevlin Bk kr.

3. No. employed:

Day

	W.	C.		W.	C.	Total
Men	3 (1 washer + 2 drivers)	5 (1 deep washer + 4 drivers)	Boys	—	—	8
Women	0	17	Girls	—	—	17
Total	3	22	Total	—	—	25

Night

	W.	C.		W.	C.	
Men			Boys			
Women			Girls			
Total			Total			

Owned by a young woman and operated by her 2 years after husband died. Recently married to Mr. Sherlock

4. Firms scheduled hours:

Daily: Begin 8 End 6:30 Lunch period 1 hr Rest period — Total 9½

Saturday " 8 (8-12 for 5 starch hands) " 4 " " 1 hr. " " — " 7

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 54½ (5½ for starch hands)

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

3 col. starch hands from workers card 7/25/22

5. Overtime or undertime None -

6. Seasonal Business Dec. Jan Feb. Lightest = May June July

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X
Labor turnover No figures

8. Subcontract shop X Home work given out X

Date Nov. 30 1921 Agent M. R. L.

9. Buildings:
No. 1 Mat. Brick front Entire ✓ Part ×
Const. - New × Old ✓ Rmld × Fair × Unsafe × Other ×

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
~~0.~~								
1.	washing - Boiler room Flatwork. Checking & bundling	✓	×	×	×	yard	×	×
2.	drying cabinet, starch room.							
~~3.~~								
~~4.~~								
~~5.~~								
~~6.~~								

11. Halls: None
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

✓ 12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	front-side	1/2	plaster	×	×	✓	✓	×	×	✓	✓	×
1	center-side	1/2	"	×	✓	×	✓	×	×	✓	✓	×

× 13. Exits:
Outside, no. 2 Open out × In ✓ Slide × Obstruct.any exit ×

✓ 14. Firescape rqd: × No. — Well — Str. — Lad. — Other — Exit, kind —

✓ Obst. — Firewall × Door × Spklr × Extg 1 Bkt × Hose 3 sets Other 0

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 0 Guard — Optr. — Empl.rstrct —

12-8-4

FACTORY SCHEDULE, Sheet 3

Workrooms. No. 2

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st floor	Flat work etc	wood	X	fair	wide cracks between wide boards		trucks	✓		X	X	X	beams	✓ -	X	X	No.
2d floor	starch room	wood	X	✓	—		X	✓		X	X	X		X	X	X	✓
									plaster off -				plaster falling off -				

20. Light, nat. adqt. X Inadqte, where both rooms Windows opaque X
Clean very dirty Modern X Curtain, loc 0

21. Clngd. by girls ✓ Men X Jant. X Janitress X Other X No. resp. X
2 girls sweep daily in a. m. work rooms on floor - all girls scrub + tidy up until noon -

22. Windows.

Loc.	1 s	2 s	3 a	4 a	Sk. l
1st floor		✓			✓
	small		Monitor in front over flatwork		
2d floor		2			
	each = a half window one window + boarded up =				
	Advised to cut out outside and thru roof as ventilation was extremely bad +				

23. Work bench.

Loc.	Fc.	Sd.	Bk	Ab	Misc
1st floor	✓		✓	✓	
2d floor		✓			

24. Art. lt. kind.

Loc.	Adj.	Ind.	Tab group	Ceil.	Shades Kind	Shades Ind.	Shades Adq
1st floor	X	X	5 ✓	X	0		X
	Inadequate equipment - as to number and shading						
2d floor	X	X	✓	X	0		X

25. Glare, loc 3 unshaded el. lights on first floor -

26. Reflection No.

27. Heating system Steam for equipment

28. Ventilation:
App. o.k. X Art. 0 Kind — Loc. —
Very bad - No exhaust in washing section - Monitor closed tight over flatwork - Only 2 half windows on 2d floor starch, dry + ironing room -

29. Special prob.
Heat ✓ usual Cold X Dust X Lint X Humid ✓ Fumes X
Other Drainage for washing machines - shallow cement, probably not adequate.

30. Strain:
Eye ✓ Post X Lift X Press X Reach X Speed X Other X
Press machines adjusted o.k.

31. Hazard:
Occupation None Workroom —
3 extractors - covered.
Mangle + collar ironer have rods -

12-8-4

Sanitation:

31. Drinking facilities, loc. 1st floor - Conv. for all but 3 or 4 -
Bblr. X San X Tank X Cooler ✓ Faucet ✓ Other X
Cup, common X Individ X Kind None provided -

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
1st floor — 1	white sink	not for 2d floor. 4 women	✓	✓	✓	✓	✓	X	X	✓	roller towel daily.

33. Toilets: Kind Yard Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat X Repr ✓ Plb. cl X Paper X Instrt X

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
2	2XI		yard	X	✓	✓	✓	X	✓	✓	✓	X	O	X	O	fair

Floor badly broken in one room.
White wash worn off.
Main approach via punch room, boiler room and walk in yard -
No way of heating.

Total no. seats 2 No. wmn. per seat 9 ✓
Clng. by girls ✓ Men X Jant. X Janitress X Other X No resp X Monday 9 A.M.
Swept reg. ✓ Freq wkly Wrk. hrs ✓ Scrub reg ✓ Freq wkly Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with — Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None have to go out or sit around on tables and trucks.

35. Restroom, cmbd. with — Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —
Not a chair in the place -

36. Cloakroom, combined with 0 Prov. X Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, ✓ lkr — shlv — hngr — Wl. hk ✓
Corner of workroom -

37. Health Service:
Hosp. X Chg. of X Dr. reg X On call X 1st aid oil for burns -
Chg. of Foreman Med. exam. X Health rec. X Acc. Rec. X
Comp. "Casualty Ins." Kind acc. w. burns -

38. Other welfare: —

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand all -	none			0	X	X	✓	X	—				
Sit or st.													
Too narrow aisles for chairs for folders of flat work -													

135

20-8-1 (no weeks)

Columbia 507

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Lee's Laundry Address 1314 Main St
Person interviewed Sam. Lee
2. Product Laundry Position owner.

3. No. employed:

	W.	C.
Men		
Women		5
Total		

Day

	W.	C.	Total
Boys			1 chinese
Girls			5
Total			6

Night

	W.	C.
Men		
Women		
Total		

	W.	C.
Boys		
Girls		
Total		

4. Firms scheduled hours:

Daily: Begin 7 End when they get thro' usually about 5 or 6 Lunch period ½ hr Rest period Total 10.

Saturday " 7 " between 5 & 6 " " ½ " " " 10

Shifts " " " " " " " " "

Regular weekly number of days 6 Total weekly hours 60

Shifts weekly number of periods X Total shifts weekly hours

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime Hours irregular - occasionally an hour or two overtime - At 12 Monday morning work had not begun at 2 on Monday women were not working - these hours hours are paid for
6. Seasonal no

7. Employment Policy:
Employment manager X Or centralized method Owner Foremen
Records kept none
Labor turnover none.

8. Subcontract shop none Home work given out none

Date 1-16-22 Agent N. M. Hawkins

one girl does not work on Mondays.

9. Buildings:
No. 1 Mat. wood Entire X Part ✓ downstairs
Const. - New ____ Old ✓ Rmld ____ Fair ____ Unsafe ____ Other ____ run down

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	all processes	✓	—	—	—	nkd	—	✓
2.								
3.								
4.								
5.								
6.								

11. Halls:
Indirect ____ Cl. ____ Nat.lt.o.k. ____ Art.prov. ____ Other ____

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other

X 13. Exits:
Outside, no. 2 Open out ____ In ✓ Slide ____ Obstruct.any exit ____ counters across front machines partly in way of rear door

14. Firescape rqd: ____ No. ____ Well ____ Str. ____ Lad. ____ Other ____ Exit, kind ____

Obst. ____ Firewall ____ Door ____ Spklr ____ Extg ____ Bkt ____ Hose ____ Other ____

15. Elevators:
Passenger
No. X Guard ____ Oprt. ____ Empl.rstrct ____
Freight
No. X Guard ____ Optr. ____ Empl.rstrct ____

Rooms. No. 1

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
		✓	✓			✓	✓		X	X	X		X	X	X	

20. Light, nat. adqt. X Inadqte, where ironing tables Windows opaque
Clean X Modern X Curtain, loc

21. Clngd. by girls ✓ Men — Jant. — Janitress — Other — No. resp.
swept daily scrubbed weekly

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind. / Adq
	✓						✓					✓			half frosted bulbs no shade

25. Glare, loc. over ironing tables from bulbs

26. Reflection X

27. Heating system from machinery necessary amount one room shut off, not used as a workroom. had a stove in it.

28. Ventilation:
App. o.k. ✓ Art. Kind Loc.

29. Special prob.
Heat Cold Dust Lint Humid Fumes
Other

30. Strain:
Eye ✓ Post Lift Press Reach Speed Other

31. Hazard:
Occupation Extractor not covered. Workroom See exits blocked by sand

Sanitation:

31. Drinking facilities, loc. in workroom Conv. ✓
Bblr. — San — Tank — Cooler — Faucet ✓ Other —
Cup, common — Individ ✓ Kind China cups.

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
	use tub where clothes are used	✓	✓	✓	X	✓	use laundry				

33. Toilets: Kind flush Sep X If none, arngmt
Flush, hnd ✓ Auto. seat — Repr ✓ Plb. cl X Paper ✓ Instrt

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
✓	✓	✓	out of doors in yard of bldg.	✓	X	X	✓	—	✓	—	✓	—	—	✓	—	X

Total no. seats ✓ No. wmn. per seat 5
Clng. by girls ✓ Men — Jant. — Janitress — Other — No resp ✓
Swept reg. ✓ Freq ~~wk~~ 1 day Wrk. hrs ✓ Scrub reg ✓ Freq once per wk Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with — Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only ✓ Cooking convncs ✓ Supr — If None ✓

35. Restroom, cmbd. with X Prov. X Loc Equip. o.k.
Cln. Lgt. nat. Art Vent o.k. Supr If none

36. Cloakroom, combined with ✓ Prov. ✓ Loc off w. Conv ✓ Lkr —
Shlv. — Hngr — Wl. hk ✓ Seats ✓ Cln X Lgt. nat X Art ✓
Vent. o.k. X Supr X If none, X lkr X shlv X hngr X Wl. hk X
— small mmn room.

37. Health Service:
Hosp. Chg. of X Dr. reg On call 1st aid
Chg. of Med. exam. Health rec. Acc. Rec.
Comp. Kind acc. w.

38. Other welfare: X

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
when not working		✓	✓	✓									
		stools	backs										
		Low											
Stand													
→													
Sit or st.													

This was a Chinese Laundry. Owner Chinese all others employed were colored women, 5 in all. They were paid $1 per day + 2 meals, breakfast + dinner at noon. They cooked this themselves, whichever one was not busy getting the meal. When ~~I~~ Aunt called, the one was chopping kindling – sitting down. They wished to make me a cup of coffee or tea or a whole meal, whichever ~~I~~ preferred. The stove, dishes, everything was right in the workroom.

22. There was no natural light over ironing tables. Artificial light necessary all the time.

135

54-8-13

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1 (510)

1. Name of factory Piedmont Laundry Address Spartanburg. S.C.
Person interviewed Edna Page
2. Product Laundering service Position Asst manager
Mr E O Page, Prop.

3. No. employed:

	W.	C.		W.	C.	Total
Day						
Men	6	2	Boys			8
Women	3	11	Girls			14
Total	9	13	Total			22
Night						
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours: — Starchers, & ironers (not flat work)
exceptions Mon. #1 — 6:30

Daily: Begin 8 End 6:30 Lunch period 1 hr. Rest period — Total 9½

Saturday " 8 " 2 or 3 " " 1 hr. " " — " 5 or 6

Shifts " — " — " 6 " — " " — " ~~52½ 53½~~

Regular weekly number of days 5½ Total weekly hours 52½ or 53½ (53)

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ "

Shifts " ____ " ____ " " ____ " " ____ "

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime ~~or undertime~~ Not since Camp W. broke up.
11:30 Night before Circus in show to make up for Circus & Thanksgiving Day

6. Seasonal Busiest - winter. July Aug - lightest.
School vacations

7. Employment Policy:
Employment manager ✓ Or centralized method — Foremen —
Records kept
Labor turnover

8. Subcontract shop ✗ Home work given out ✗

Date Dec 7 Agent M. R Lane

9. Buildings:
No. 1 Mat. frame Entire ✓ Part ×
Const. - New × Old ✓ Rmld ✓ Fair × Unsafe × Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	office - wash - mark & sort - flat work	✓	×	×	×	×	×	×
2.	starch, iron, press -					✓		
3.								
4.								
5.								
6.								

11. Halls: None
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other
1	side goes from 2d floor down to street directly - not via 1st floor of laundry.	×	plaster & wood	×	✓	×	✓	×	×	✓	✓	×

13. Exits:
Outside, no. 3 Open out × In ✓ 2 Slide 1 Obstruct.any exit ×

14. Firescape rqd: × No. — Well — Str. — Lad. — Other — Exit, kind —
Obst. — Firewall × Door × Spklr × Extg 1 on 2d floor Bkt × Hose ____ Other ____

15. Elevators:
Passenger
No. 0 Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard 0 Optr. × Empl.rstrct do not use -

Trap door on 2d floor is fastened open so that when elevator is on first floor, the second floor opening is uncovered -

Rooms. No. 2

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st floor	Lower	✓	✓				X	X		fair	fair	✓		✓	X	X	X
2d floor	"	✓	✓				X	X		"	"	✓		✓	X	X	X
wash section 1st floor rear	Cem.	✓	✓	wet.			X	X		leaky board ceiling ✓	"	✓		rusty sheet ✓	X	X	X
drain 1 ft deep - drainage stopped up probably.										any construction				beams & ridge pole.			

20. Light, nat. adqt. X Inadqte, where both floors Windows opaque X
Clean X Modern X Curtain, loc None -

21. Clngd. by girls ✓ Men X Jant. X Janitress X Other X No. resp. X
weekly - Sat. P.M. or Mon A.M. swept - scrubbed when needed -

22. Windows.						23. Work bench.					24. Art. lt. kind.					
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1st floor		✓					✓				X	X	✓	X	O	X
2d floor		✓			✓		✓		✓		X	X	✓	X	O	X
		front and rear														

25. Glare, loc. Unshaded bulbs -

26. Reflection No -

27. Heating system Steam - equipment only -

28. Ventilation:
App. o.k. X Art. None Kind — Loc. — open doors and windows would be sufficient if it were not for washroom and mangle -

29. Special prob.
Heat X Cold X Dust X Lint X Humid ✓ Fumes X
Other Elevator is near wash section - steam goes out door and 2 windows at end, but also up through ceiling where trapdoor is left open -

30. Strain:
Eye X Post X Lift X Press X O.K. Reach X Speed X Other X

31. Hazard:
Occupation Washman - Workroom 3 extractors without metal covers - washman spreads canvas cloth over top to prevent clothes flying out - May be slightly less dangerous on this account.

Location:

31. Drinking facilities, loc. each floor Conv. ✓
Bblr. ✗ San ✗ Tank ✗ Cooler ✗ Faucet ✓ Other ✗
Cup, common ✗ Individ ✗ Kind —

32. Washing facilities: If none, where wash

	No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
1st floor	1	stone sink	✓	✓	✓	✓	✗	✗	—	—	—	—
2d floor	1	iron sink	✓	✓	✓	✗	✗	✗	—	—	—	—

33. Toilets: Kind plumbing Sep ✓ If none, arngmt 3 white women do not use. Must go out to near by stores where they have "friends"
Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb. cl ✗ Paper ~~newspaper~~ ✗ Instrt ✗

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room coil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	1	✓	2d fl.	✓	✓	✗	✓	✗	✓	✓	O	✓	O	✗	O	✗

Non for those on 1st floor. curtain drapped across corner of room. door left open, window just outside.

Total no. seats 1 No. wmn. per seat All Colored.
Clng. by girls ✓ Men ✗ Jant. ✗ Janitress ✗ Other ✗ No resp ✗
Swept reg. ✓ Freq wk Wrk. hrs ✓ Scrub reg ✗ Freq when needed Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with O Prov. O Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None go home for one hour noon.

35. Restroom, cmbd. with O Prov. O Loc ✗ Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none do not rest

36. Cloakroom, combined with O Prov. O Loc Conv Lkr
Shlv. Hngr Wl. hk Seats Cln Lgt. nat Art
Vent. o.k. Supr If none, ✓ lkr shlv hngr Wl. hk ✓ 1st fl. 2d fl. string hung across between posts.

37. Health Service:
Hosp. ✗ Chg. of ✗ Dr. reg ✗ On call ✗ 1st aid ✓ (salve only)
Chg. of ~~ass't~~ Med. exam. ✗ Health rec. ✗ Acc. Rec. ✗
Comp. ✗ Kind acc. w. hand in mangle - playing with a towel - worked for a year or so afterward - will give her a job anytime she wants one.

38. Other welfare: None

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kind Girl	Misc by girls
Sit 2 folders	ch	×	✓	o	×	o	✓	X	—	—	—	—
Stand all	none extra-use tricks			none		o	✓	X	—	—	—	—
Sit or st.												

No 52 with schedules
57-8-12

(511)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Rock Hill Laundry Address Rock Hill, S.C.
Person interviewed Mr. A. L. Blake
2. Product _____ Position Mgr. & owner

3. No. employed:

	W.	C.
Men	2	2
Women	1	5
Total	3	7

Day

	W.	C.	Total
Boys			4
Girls	1		6
Total	1		10

Night

	W.	C.
Men		
Women	1	
Total	1	

	W.	C.
Boys		
Girls	1	1
Total	1	1

4. Firms scheduled hours:

Daily: Begin 7.30 End 6.00 Lunch period 1 hr Rest period _____ Total 9½

Saturday " 7.30 " 3.30 about " 1 hr. " " _____ " 7

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days 6 Total weekly hours 54½

Shifts weekly number of periods _____ Total shifts weekly hours _____

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Overtime or undertime none either

6. Seasonal no

7. Employment Policy:
Employment manager X Or centralized method Mgr Foremen X
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date _____ Agent M. F. Turner

1 story

9. Buildings:
No. 1 Mat. brick Entire X Part ✓
Const. - New X Old ✓ Rmld X Fair X Unsafe X Other bad

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	all mechanical processes	✓				✓		✓
2.								
3.								
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway: 0

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k	Other

13. Exits:
Outside, no. 3 Open out ✓ 1 In ✓ 2 Slide X Obstruct.any exit X

14. Firescape rqd: X No. — Well — Str. — Lad. — Other — Exit, kind door

Obst. X Firewall X Door X Spklr X Extg X Bkt ✓ Hose X Other —

15. Elevators: 0
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight 0
No. — Guard — Optr. — Empl.rstrct —

Rooms. No. 2

	16. Floors					17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1 room		wd	✓	x	—	sm	x	x	sm	x	x	✓	sm	✓	x	x	✓
2nd rm		wd & cmt	✓	x	wet + dirt	sm	x	x	sm	x	x	✓	sm	✓	x	x	✓

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque x
Clean x Modern x Curtain, loc x

21. Clngd. by girls ✓ Men x Jant. x Janitress x Other x No. resp. —
women cleaned are provided for women workers.

22. Windows. 23. Work bench. 24. Art. lt. kind.

Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
both rms		✓				✓	✓						✓		dir	x

25. Glare, loc. yes from unshaded light.

26. Reflection x

27. Heating system from industry.

28. Ventilation:
App. o.k. x Art. x Kind — Loc. —

29. Special prob.
Heat ✓ Cold Dust Lint Humid Fumes
Other wet floor

30. Strain:
Eye ✓ Post ✓ Lift Press Reach Speed Other

31. Hazard: unguarded mangle
Occupation unguarded belts Workroom unguarded extractor.

...tion:

Drinking facilities, loc. [illegible] Conv. X

Air. X San X Tank ✓ Cooler X Faucet ✓ Other —

Cup, common X Individ X Kind —

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
1	in work room Ven sink	✓	X	✓	X	X	X				

33. Toilets: Kind flush Sep ✓ If none, arngmt —

Flush, hnd ✓ Auto. seat X Repr X Plb. cl X Paper X Instrt X

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1st room 1	1	1	[illegible]	✓	X	X	✓	X	X	X	X	✓	X	X	X	X
2nd room 1	1	1	" "	✓	X	X	✓	X	✓	X	X	✓	X	X	X	X

Total no. seats 2 No. wmn. per seat 1 white woman, 5 colored per seat,

Clng. by girls ✓ Men X Jant. X Janitress X Other X No resp

Swept reg. X Freq not known Wrk. hrs ✓ Scrub reg X Freq not known Wrk. hrs ✓

Service and Welfare.

34. Lunchroom, combined with 0 Prov. — Kind —

Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —

Prov. hot food, drnk only X Cooking convncs X Supr ✓ If None go home or eat in wkr. rm.

35. Restroom, cmbd. with 0 Prov. X Loc — Equip. o.k. —

Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none go home

36. Cloakroom, combined with 0 Prov. X Loc — Conv — Lkr —

Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —

Vent. o.k. — Supr — If none, wraps on wall lkr X shlv ✓ hngr X Wl. hk ✓

37. Health Service:

Hosp. X Chg. of X Dr. reg X On call X 1st aid X

Chg. of — Med. exam. X Health rec. X Acc. Rec. X

Comp. X Kind acc. w. burns & mashed fingers.

38. Other welfare: none

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
Stand													
all	✓	—	X										
Sit or st.													

Rock Hill Laundry

Not Possible to secure any 52 wk schedules as no one except the one white woman who was too highly paid to take, was on the pay roll during the 52 weeks or even half of that time.

Rock Hill Laundry.

24* The artificial lights were bad. They were local drop lights but there were bulbs only on a few of the fixtures. No shades of any kind

29.* Very warm in windroom few windows and none of those in rear. Guide said it was exctremely warm in summer.

29*2 The floor was very wet in the rear half of second room. Guide said some times there was two inches of water on the floor. Girls must walk through this wet to reach toilet.

31. The large mangle was unguarded absolutely. Could lose a hand easily in it. It was the kind that drew the clothes in on strips of cloth like belts.

Extractor was without lid. Man operated it. Put a towel over the clothes in extractor. Towel supposed to serve as a lid. Guide said one day the towel flew off and struck the proprietor and almost knocked him down.

Belts unguarded on about all machines

59-8-14

512

~~125~~

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Spartanburg Laundry Address 126 Magnolia
Person interviewed Mrs. J. J. Hudgens
2. Product _____ Position Mgr. laundry

3. No. employed:

	W.	C.
Men	11	3
Women	3	13
Total	14	16

Day

	W.	C.	Total
Boys			14
Girls			16
Total			30

Night

	W.	C.
Men		
Women		
Total		

	W.	C.	
Boys			
Girls			
Total			

4. Firms scheduled hours:

Daily: Begin 7.30 End 6.00 Lunch period 30 min Rest period _____ Total 10

Saturday " 7.30 " 3.30 " " " " " " 7½

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days 6 Total weekly hours 57½

Shifts weekly number of periods _____ Total shifts weekly hours _____

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Overtime or undertime Sometimes have some over time, a half hour or so to finish work. no undertime

6. Seasonal not seasonal.

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept none
Labor turnover no figures.

8. Subcontract shop X Home work given out X

Date Dec 7, 1941 Agent M. H. Turner

FACTORY SCHEDULE, Sheet 2

2 stories & basement.

9. Buildings:
No. 1 Mat. brick Entire ✓ Part ✓
Const. - New X Old ✓ Rmld X Fair ✓ Unsafe X Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	washing & sorting & mangle							
1.	presses drying & handling	✓				✓		✓
2.	other occupants							
3.								
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl. wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
X 1	Toward front in work room	X	wood	X	X	✓	✓	✓	✓	✓	✓	—

X 13. Exits:
Outside, no. 2 Open out X In ✓ Slide X Obstruct.any exit X

14. Firescape rqd: No. 0 Well — Str. — Lad. — Other — Exit, kind —

Obst. X Firewall X Door X Spklr X Extg ✓ Bkt ✓ Hose — Other —

15. Elevators:
Passenger 0
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. X Empl.rstrct yes - not allowed to use

Workrooms. No. 2

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st floor		wd	✓	✓	—	sm	X	X	sm	✓	✓	X	sm	✓	✓	X	X
basement		wd cmt	✓	✓	wet	sm	X	X	sm	✓	X	X	sm	✓	X	X	✓

20. Light, nat. adqt. ✓ 1st floor ~~X basem.~~ Inadqte, where basement Windows opaque X
Clean X Modern X Curtain, loc X

21. Clngd. by girls X Men ✓ Jant. X Janitress X Other X No. resp. —
Cleaned once per week scrubbed & swept. generally swept da.

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1st floor		✓								✓			✓		dir	✓
basement	✓									✓			✓		dir	X

25. Glare, loc. glare in basement from unshaded lights.

26. Reflection 0

27. Heating system industry

28. Ventilation:
App. o.k. X Art. ✓ Kind exhausts Loc. rear end of both work rooms.

29. Special prob.
Heat ✓ Cold X Dust X Lint X Humid ✓ Fumes X
Other steam in basement.

30. Strain:
Eye ✓ Post ✓ Lift X Press X Reach X Speed X Other X

31. Hazard:
Occupation Brass Workroom ✓ belts

Sanitation:

31. Drinking facilities, loc. wla room Conv. ✓
Bblr. X San X Tank ✓ Cooler X Faucet X Other —
Cup, common ✓ Individ X Kind glass

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
1	sinks - 1 to fl wkrm	✓	fair	✓	✓	✓	X				

33. Toilets: Kind usual Sep ✓ If none, arngmt Toilet for colored none if for white
Flush, hnd ✓ Auto. seat X Repr ✓ Plb. cl Fair Paper ✓ Instrt X

No. T. R.	No. seats	Fl.	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k.	Vnt oth rm.	Art vnt o.k.	Lgt nat o.k.	Lgt art o.k.	Cl
1	1	1	wkrm	✓	X	X	✓	X	X	X	X	✓	—	X	✓	Fair

Total no. seats 1 No. wmn. per seat 13 colored
Clng. by girls X Men ✓ Jant. X Janitress X Other X No resp —
Swept reg. ✓ Freq wkly Wrk. hrs X Scrub reg ✓ Freq wkly Wrk. hrs X

Service and Welfare.

34. Lunchroom, combined with 0 Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only X Cooking convncs X Supr — If None go home or lie at at work fed use

35. Restroom, cmbd. with 0 Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with 0 Prov. X Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, wall of wkrm lkr X shlv X hngr X Wl. hk ✓

37. Health Service:
Hosp. X Chg. of X Dr. reg X On call X 1st aid ✓
Chg. of forman Med. exam. X Health rec. X Acc. Rec. X
Comp. M. R. Kind acc. w. burns

38. Other welfare: none.

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
Stand													
all	none	—	X	—	—								
Sit or st.													

Spartanburg Laundry.

16 Floors in basement were wet around the washing machines. While women were not working in that part of room the dampness would affect the rest of the work room. Floor was not drained properly.

* 22 & 25 Basement was lighted from only one end, the narrow rear end of room. Artificial lights were burning all the time. No shades on the lights in the basement work room. The glare would be very bad.

* 26. Ventilation was not good in the basement. There was an exhaust in the rear wall of both work rooms but were not running the day of visit. A great deal of steam in basement. There was a vent up through the sidewalk in the front but did not seem to help much. Steam from mangle was quite apparent.

* 29 Heat was very noticeable in in basement room. Very damp and warm.

* 30 Girls would be exposed to eye strain from unshaded lights and the strain of constant standing. No seats were seen in the place, not even boxes.

Spartanburg laundry.

- exposed belts on mangle & other machines in 1st floor room; near where girls work.

33. No toilet for white women. One for colored. White women would have to go next door for facilities.

20-8-1

(513)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

Columbia

1. Name of factory Star Laundry Address 1801 Taylor St.
Person interviewed Mr. Thompson
2. Product Shirt work Position Supt.

3. No. employed:

	W.	C.		W.	C.	Total
Men	—	10	Day: Boys	—	—	10
Women	2	29	Day: Girls	—	—	29
Total			Day: Total			39

	W.	C.		W.	C.	
Men			Night: Boys			
Women			Night: Girls			
Total			Night: Total			

4. Firms scheduled hours:

Daily: Begin 8 End 6 Lunch period 1 Rest period — Total 9 ✓

Saturday " 8 " 6 " " 1 " " — " 9

Shifts " 10 " 6 " 1 " 1 " " — " 5 ✓ Mon

Regular weekly number of days 6 Total weekly hours 50 + 52 ✓

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin — End — Lunch period — Rest period — Total —

Saturday " — " — " " — " " — " —

Shifts " — " — " " — " " — " —

Regular weekly number of days — Total weekly hours —

Shifts weekly number of periods — Total shifts weekly hours —

5. Overtime or undertime Night time & a half - occasionally an hour or two & finish up

6. Seasonal X

7. Employment Policy:
Employment manager — Or centralized method — Foremen X & Mgr
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date 1-25-22 Agent E. I. Best
Mr. J. Sullivan

9. Buildings:
No. 3-1 Mat. brick Entire ✓ Part —
Const. - New — Old ✓ Rnld — Fair — Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	Indirect & turn angle		X	X		—	—	✓
2.	Bleach-house not gas tight		X	X		—	—	
3.	Office in effect tight	✓						
4.	Store house — equally							
5.								
6.								

11. Halls: None
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway:

No.	Location	Open	Encl wall	Winding	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	In front of w.r. with mangle	½	wood	X	✓	✓	very shaky	X	X	X	✓ —	any person would knock down rail

13. Exits:
Outside, no. 3 Open out ✓ In ✓ Slide — Obstruct.any exit —

14. Firescape rqd: — No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall — Door — Spklr — Extg — Bkt — Hose — Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. — Guard — Optr. — Empl.rstrct —

Workrooms. No. 4

16. Floors					17. Aisles			18. Walls				19. Ceilings				
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	✓			X	X		✓	✓	✓		✓	✓	✓	X
* 1	wood	✓	✓	oil		X	✓		✓	X	X		✓	X	X	✓
1	cement	✓	X	oil		X	X		✓	X	X		✓	X	X	✓
2	wood	✓	✓			X	X		✓	X	X		✓	X	X	X

20. Light, nat. adqt. ✓ Inadqte, where The small rooms are dark but work is done in them Windows opaque X
Clean X Modern X Curtain, loc X

21. Clngd. by girls ✓ Men — Jant. — Janitress — Other — No. resp. —
Shop floor brooms hand ufra-scrubbed if necessary

22. Windows.						23. Work bench.						24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
	✓									✓				✓		
		✓								✓				✓		
		✓								✓				✓		
			✓							✓				✓		

unemployed in work in morning

unshaded a few of them

25. Glare, loc. X from some lights in morning sun which shines in

26. Reflection X

27. Heating system from work machinery

28. Ventilation:
App. o.k. X Art. ✓ Kind fan in wall of washroom Loc. A

29. Special prob.
Heat ✓ Cold — Dust — Lint — Humid — Fumes —
Other Steam from washing machines & mangle

30. Strain:
Eye — Post — Lift — Press — Reach — Speed — Other —

31. Hazard:
Occupation — Workroom Is cause an explosion which may occur due to asbestos-impregnated felt

Sanitation:

31. Drinking facilities, loc. near washroom Conv. X
Bblr. X San X Tank 4 in a [illegible] Cooler X Faucet ✓ Other X
Cup, common X Individ X Kind [illegible]

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
1	Fixtures near washroom	X	X	✓	X	✓	X				

33. Toilets: Kind flush Sep ✓ [illegible] If none, arngmt —
Flush, hnd ✓ Auto. seat — Repr ✓ Plb. cl X Paper X Instrt —

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	1	9	[illegible]	X	X	X	✓	X	✓	—	✓	X	X	✓	X	X

Total no. seats 1 No. wmn. per seat 29
Clng. by girls ✓ Men — Jant. — Janitress — Other — No resp —
Swept reg. ✓ Freq daily Wrk. hrs X Scrub reg X Freq X Wrk. hrs X

Service and Welfare.

34. Lunchroom, combined with Prov. 0 Kind
Loc Equip o.k. Cln Lt. nat Art Vent. o.k.
Prov. hot food, drnk only Cooking convncs Supr If None

35. Restroom, cmbd. with Prov. 0 Loc Equip. o.k.
Cln. Lgt. nat. Art Vent o.k. Supr If none

36. Cloakroom, combined with Prov. 0 Loc Conv Lkr
Shlv. Hngr Wl. hk Seats Cln Lgt. nat Art
Vent. o.k. Supr If none, ✓ lkr shlv hngr Wl. hk —
hung over pipes & on nails

37. Health Service:
Hosp. — Chg. of — Dr. reg — On call — 1st aid ✓
Chg. of [illegible] Med. exam. Health rec. — Acc. Rec. —
Comp. [illegible] — company Kind acc. w. [illegible] a box

38. Other welfare: X

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand													
all	X												
Sit or st.													

9- Owing to a fire a few weeks previous the place was disorderly & it was difficult to tell how much of the poor appearance was due to this cause. The new roof was nearly done together & only part of the roof was burned

16- Cement floor - wash room had no gutters nor drain - puddles - aisles which must be traversed to reach the new receiving & marking room

33- The management is installing new toilets - 1 for white women & 1 for colored on 2nd floor

34-8-9

✓ 503

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

Greenville

1. Name of factory Domestic Laundry Address E Mc Bee Ave
Person interviewed S. Walker
2. Product Laundry & Dry Clean Position Mgr.

3. No. employed:

	W.	C.
Men	4	6
Women	5	17
Total	9	23

Day

	W.	C.	Total
Boys			10
Girls			22
Total			32

Night

	W.	C.
Men		
Women		
Total		

	W.	C.	
Boys			
Girls			
Total			

4. Firms scheduled hours:

9½ av
max

Daily: Begin 7.30 End 5-6 Lunch period ½ hr Rest period ____ Total 10-9 max

Saturday " 7.30 " 3-5 " " ½ hr " " ____ " 9-7

Shifts " ____ " ____ " " ____ " " ____ " 8 av.

Regular weekly number of days 6 Total weekly hours 55½ av. (Mon-Sat)

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Overtime or undertime occasional pay extra for it

6. Seasonal Busy July, Aug.

7. Employment Policy:
Employment manager ____ Or centralized method ✓ Foremen ____
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date Dec 28, 1921 Agent Benham

9. Buildings:
No. 1 Mat. brick Entire ✓ Part —
Const. - New X Old ✓ Rmld X Fair ✓ Unsafe X Other

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.								
1.	All work	✓				2		
2.								
3.								
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway: 0

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other

13. Exits:
Outside, no. 3 Open out X In ✓ Slide X Obstruct.any exit ✓ baskets partly obs one

14. Firescape rqd: X No. — Well — Str. — Lad. — Other — Exit, kind —
to dry clean room
Obst. — Firewall ✓ Door ✓ Spklr X Extg ✓ Bkt X Hose X Other X

15. Elevators: 0
Passenger
No. Guard Oprt. Empl.rstrct
Freight
No. Guard Optr. Empl.rstrct

FACTORY SCHE

oms. No. 1

16. Floors					17. Aisles			18. Walls				19. C		
Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	
1st floor	cem	✓	✗	✗	cm	baskets	✓	cm	✓	✓	✓	cm	✓	

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque
Clean ✓ Modern ✗ Curtain, loc

21. Clngd. by girls ✓ Men ✓ Jant. ✗ Janitress ✗ Other ✗ N
Sweep daily, scrub wkly. wk hrs. take turns

22. Windows.					23. Work bench.					24. Art. lt. kind			
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	C
1st floor		✓								✓	✗	✗	✗	

25. Glare, loc. 0

26. Reflection 0

27. Heating system Industry

28. Ventilation:
App. o.k. ✓ Art. ✓ Kind ex haust Loc. on east
skylight at top of gable whole room, all windows ma

29. Special prob.
Heat ✗ Cold ✗ Dust ✗ Lint ✗ Humid ✗ F
Other ✗

30. Strain:
Eye ✗ Post ✗ Lift ✗ Press ✓ Reach ✗ Speed ✗ Oth
presser

31. Hazard:
Occupation ✗ Workroom uncovered e

Sanitation:

31. Drinking facilities, loc. wk room Conv. ✓
Bblr. ✗ San — Tank ✗ Cooler ✓ Faucet ✓ Other ✗
Cup, common ✗ Individ ✗ Kind ✗

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind.	Pap.	Com.	Often
1	wrn sink	✓	✓	✓	✓	✓	✓	✓	—	—	daily

33. Toilets: Kind chut hopper Sep ✓ If none, arngmt —
Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb. cl ✗ Paper ✓ Instrt ✗

No. T.R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
2	2	1	wk	✓	✗	✓	✓	✗	✗	✓	✓	✓	—	✓	✓	✗

Total no. seats 2 No. wmn. per seat white 5 col 17
Clng. by girls ✓ Men ✓ Jant. ✗ Janitress ✗ Other ✗ No resp —
Swept reg. ✓ Freq d Wrk. hrs ✓ Scrub reg ✓ Freq wk Wrk. hrs ✓
take turns

Service and Welfare.

34. Lunchroom, combined with 0 Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food ✗ drnk only ✗ Cooking convncs ✗ Supr — If None wk room

35. Restroom, cmbd. with 0 Prov. ✗ Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none no provision

36. Cloakroom, combined with 0 Prov. ✗ Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, wk lkr ✗ shlv ✗ hngr ✗ Wl. hk ✓

37. Health Service:
Hosp. ✗ Chg. of — Dr. reg ✗ On call ✗ 1st aid ✓
Chg. of mgr Med. exam. ✗ Health rec. ✗ Acc. Rec. ✓
Comp. ✓ John carries acc ins Kind acc. w. [illegible]

38. Other welfare: 0

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc by girls
Sit													
Mend	ch												
Stand Hand iron	bench	x	x										
" press	"	x	x										
Short press	"	x	x										
	"	x	x										
Sit or st.													
Flat work	bench	x	x										
Collar iron	"	x	x										

7 ladies & folders on flat work change places at intervals
Collar ironers also stench and one sat while tolering
from starches

33 arrangement of tubs col [M | W] [W | M] white.

Sign over each outside door, "White" & "Colored"
Signs on inside doors, "Men" "Women"
All partitions about 9 ft,

— South Carolina —

Yarn

13 Schedules

67-9-5 (56)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Reely Mfg Co. Address York S. C.
Person interviewed Mr. J. E. Johnson
2. Product Cotton Yarns. Position Supt.

3. No. employed:

	W.	C.
Men	42	11
Women	22	
Total	64	11

Day

	W.	C.	Total
Boys	2		55
Girls	1		23
Total	3		78

Night

	W.	C.
Men	/	/
Women	/	/
Total	/	/

	W.	C.	
Boys	/	/	/
Girls	/	/	/
Total	/	/	/

4. Firms scheduled hours:

Daily: Begin 7.00 End 6.00 Lunch period 1 hr Rest period — Total 10

Saturday " 7.00 " 12.00 " " — " " — " 5

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 55

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin — End — Lunch period — Rest period — Total —

Saturday " — " — " " — " " — " —

Shifts " — " — " " — " " — " —

Regular weekly number of days — Total weekly hours —

Shifts weekly number of periods — Total shifts weekly hours —

5. Overtime or undertime In summer 1921 ran every other week for a period of a number of weeks

6. Seasonal no

7. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date Jan 27, 1921 Agent M. H. Turner.

1 story

9. Buildings:
No. 1 Mat. [illegible] Entire ✓ Part ✗
Const. - New ✗ Old ✓ Rmld ✗ Fair ✗ Unsafe ✗ Other ✗

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.	[illegible]							
1.	old [illegible]	✓				✓		
2.								
3.								
4.								
5.								
6.								

11. Halls: 0
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

12. Stairway: 0

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other

✗ 13. Exits:
Outside, no. 3 Open out ✗ In ✓ Slide ✗ Obstruct.any exit ✗

✓ 14. Firescape rqd: ✗ No. — Well — Str. — Lad. — Other — Exit, kind door

Obst. ✗ Firewall ✗ Door ✗ Spklr ✓ Extg ✗ Bkt ✓ Hose ✗ Other —

15. Elevators: 0
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. — 0 Guard — Optr. — Empl.rstrct —

Workrooms. No. 2

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all	wd	✓–	✗	lint adjt	sm	✗	✓	sm	✓	✓–	✓	sm	✓	✗	✓	✗

20. Light, nat. adqt. ✓ Inadqte, where — Windows opaque ✓
Clean ✗ Modern ✗ Curtain, loc ✗

✗ * 21. Clngd. by girls ✗ Men ✓ Jant. ✗ Janitress ✗ Other ✗ No. resp. —
Floors very dirty. Said to be swept daily, scrubbed every 2 or 3 mo.

22. Windows. 23. Work bench. 24. Art. lt. kind.

Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
1st fl			✓							✓				✓	dir	✗ none

25. Glare, loc. possible glare from unshaded lights.

26. Reflection ✗

✓ 27. Heating system steam pipes over head. adequate.
Hydroso Humidifier.

✓ 28. Ventilation:
App. o.k. ✓ Art. ✓ Kind humidifier Loc. throughout.

29. Special prob.
Heat — Cold — Dust — Lint — Humid — Fumes —
Other —

30. Strain:
Eye ✓ Post — Lift — Press — Reach — Speed — Other —

31. Hazard:
Occupation ✗ Workroom some unguarded belts on cards.

Sanitation:

31. Drinking facilities, loc. outdoors in yard. Conv. X
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common X Individ X Kind —

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap: fur	Towels: Fur.	Ind	Pap	Com.	Often
0	—	—	—	—	—	—	—	—	—	—	—

33. Toilets: Kind flush Sep ✓ If none, arngmt —
Flush, hnd X Auto. seat ✓ Repr ✓ Plb. cl ✓ Paper ✓ Instrt —

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl Strm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
1	2	1	outside	X	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 2 No. wmn. per seat 1.1
Clng. by girls X Men X Jant. X Janitress X Other scrubber No resp —
Swept reg. ✓ Freq da Wrk. hrs X Scrub reg ✓ Freq wkly Wrk. hrs X

Service and Welfare.

34. Lunchroom, combined with 0 Prov. X Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only X Cooking convncs X Supr — If None go home or eat on wk rm

35. Restroom, cmbd. with 0 Prov. X Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none go home if ill

36. Cloakroom, combined with X Prov. X Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, on wall of wk rm lkr X shlv X hngr X Wl. hk ✓

37. Health Service:
Hosp. X Chg. of X Dr. reg X On call X 1st aid X
Chg. of X Med. exam. X Health rec. X Acc. Rec. X
Comp. X Kind acc. w. X

38. Other welfare: X

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit													
Stand													
able	few	X	X	0	X								
Sit or st.													

Reely Mfg Co. York S. C.

21* Floors very dirty. Said to be swept daily but did not look it. Scrubbed only once per month or even less often. Guide said last time it was scrubbed was the 1st of December nearly 2 months ago.

31* The drinking facilities were composed of a bubbler out of doors in the yard. It was down a short flight of steps. Very inconvenient.

33* Toilets were built outside like a separate tower. Worker compelled to go outside the mill to reach it. It was clean and in good shape but very inconvienient.

12-7-4 (70)

135

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Royal Mills Address Charleston, S.C.

2. Product Yarn, Seamless grain bags Person interviewed Mr Lewis
Position Superintendent

3. No. employed:

Day

	W.	C.		W.	C.	Total
Men	106	25	Boys	—	—	131
Women	82	4 waste pickers rerubbers	Girls	1	—	87
Total	188	29	Total	1		218

Night

	W.	C.		W.	C.	
Men			Boys			
Women			Girls			
Total			Total			

4. Firms scheduled hours:

Daily: Begin 7:00 End 5:30 Lunch period 1/2 (12-12:30) Rest period — Total 10

Saturday " 7: " 12. " " — " " " 5

Shifts " — " — " " — " " " —

Regular weekly number of days 5 1/2 Total weekly hours 55

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. ~~Overtime or~~ undertime Considerable Nov 20 - April 21 (Especially spoolers, 1 1/2 to 1 day a week - Normally Summer - dull)

6. Seasonal Feb, Mar, Jn, Jl, Sept & Oct

7. Employment Policy:
Employment manager ____ Or centralized method ____ Foremen ✓
Records kept X
Labor turnover X

8. Subcontract shop X Home work given out X

Date Nov 28, 1921 Agent M. R. L.

9. Buildings: Main bld'g.
No. 3 Mat. Brick Entire ✓ Part ✗
Const. - New ✗ Old ✓ Rmld ✓ Fair — Unsafe — Other —
Remodeling underway now - will interchange floors 1 and 2.

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
B.		✗	✗	✗	✗			
	Cloth Room							
1.	Spin - Spool - Warp - Slash.					✓		✓
2.	Twist - Weave - Tying in					✓		✓
3.	Card - Breaker - Draw - Shut - Spind -					✓		✓
4.								
5.	Opening done in another bldg - no women - (brick)							
6.	Office in separate bldg - two girls. (frame)							

11. Halls:
Indirect ✗ Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other +

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	rear central	1/2 ✗	br	✗	✓	✓	✓	✗	✗	✓	✓	✗
1	front central	1/2 ✗	br	✗	✓	✓	✓	✗	✗	✓	✓	✗

13. Exits:
Outside, no. 5 Open out ✗ In ✓ Slide ✗ Obstruct.any exit ✗

14. Firescape rqd: ✗ No. 0 Well — Str. — Lad. — Other — Exit, kind —
Obst. — Firewall ✓ Door ✓ Spklr ✓ Extg ___ Bkt ✓ Hose ___ Other tank
(in picker room.)

15. Elevators:
Passenger
No. 0 Guard ___ Oprt. ___ Empl.rstrct ___
Freight
No. 2 Guard ✓ Optr. ✗ Empl.rstrct do not use at all - trap door - not specially safe - is to have gates when remodeled.

Workrooms. No. ~~8~~ 5

	16. Floors				17. Aisles			18. Walls				19. Ceilings				
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
3d floor Card room (draw, slub, speed)		ledw	✓		Fair. (Lint)		X	X		✓	✓	✓		✓	✓	✓	X
2d floor Weave - Tying in		ledw.	fair		fair (lint)		X	✓		✓	✓	✓		✓	✓	✓	X
1st floor Cloth Rm		ledw	fair	✓	X		X	X		✓	✓	✓		✓	✓	✓	X
1st floor Spin + Spool		"	"	✓	X		X	X		✓	✓	✓		✓	✓	✓	X

20. Light, nat. adqt. ✓ Inadqte, where 2d fl. middle Windows opaque X
Clean ✓ Modern X O.K. Curtain, loc So. & East & West Corners.

21. Clngd. by girls X Men X Jant. X Janitress X Other ✓ No. resp. X
3d fl. 3 men sweep + 1 col. woman scrubs. 2d fl. 1 man uses blower hose - 3 men sweep. 1st fl. 1 man scrubs 2 sweep.

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
3d fl. Card room				✓	monitor	✓	✓	✓	✓		X	X	X	✓	X	✓
2d fl. weave			✓			✓	✓	✓			X	X	✓	X	Pay O shaped	X
2d Tying in		✓						✓			X floor	✓	✓	X	O	X
1st fl. Cloth			✓				✓				X	X	✓	X	O	X
1st fl. Spin + Spool			✓			✓	✓	✓			X	X	✓	X	O	X

Lamp installed through

25. Glare, loc. No.

26. Reflection No.

27. Heating system Steam - radiators and overhead pipes -

28. Ventilation:
App. o.k. ✓ Art. X Kind — Loc. —

29. Special prob.
Heat X Cold X Dust X Lint ✓ Humid ✓ Fumes
~~Other~~ Lint in card + weave rooms - blower hose used - want vacuum system.
Humid. in weave room - antiquated system of steam jets.

30. Strain:
Eye X Post Standing 10 hrs - Lift X Press X Reach Creelers spoolers Speed X Other X

31. Hazard:
Occupation 4 exposures - belts + pulleys Workroom Drawing - 5 women -

Sanitation:

31. Drinking facilities, loc. 1st floor (temporarily) Slashing room Conv. X
Bblr. X San X Tank X Cooler X Faucet ✓ Other
Cup, common X Individ X Kind - Have own tumblers or bottles - Washing facilities being installed on each floor - Faucet to be used.

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels Fur.	Ind	Pap	Com.	Often
3d fl	6 faucet white stands	✓	✓	✓	X	X	X	X	–	X	
2d fl	" "	✓	✓	✓	X	X	X	X	–	X	
1st fl.	" "	✓	✓	✓	X	X	X	X	–	X	

are now being installed in toilet

Temporarily use one room sink in slashing room 1st floor - Ready within 2 wks.

33. Toilets: Kind Plumbing Sep ✓ If none, arngmt —
Flush, hnd X Auto. seat self Repr ✓ Plb. cl ✓ Paper ✓ Instrt X

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
3d fl-1	4			✓	X	✓	X	✓	✓	X	✓	X	0	✓	✓	✓
2d fl-1	4			✓	X	✓	X	✓	✓	X	✓	X	0	✓	✓	✓
1st fl-1	4			✓	X	✓	X	✓	✓	X	✓	X	0	✓	✓	✓

~~Now being installed with washing facilities at cost of $4000. with city water connections.~~
(Temporary arrangement satisfactory except for water pressure.)

Total no. seats 12 No. wmn. per seat 8
Clng. by girls X Men X Jant. X Janitress X Other Maids-col - No resp X
Swept reg. ✓ Freq daily Wrk. hrs ✓ Scrub reg ✓ Freq 2 a wk Wrk. hrs before hrs -

Service and Welfare.

34. Lunchroom, combined with 0 Prov. X Kind —
Loc Equip o.k. Cln Lt. nat Art Vent. o.k.
Prov. hot food, drnk only Cooking convncs Supr If None eat in workroom - or go to village in ½ hr.

35. Restroom, cmbd. with 0 Prov. X Loc — Equip. o.k. —
Cln. Lgt. nat. Art Vent o.k. Supr If none - Can't eat - except on trucks, waste boxes, tables etc -

36. Cloakroom, combined with 0 Prov. 0 (?) Loc Conv Lkr
Shlv. Hngr Wl. hk Seats Cln Lgt. nat Art
Vent. o.k. Supr If none, ✓ (?) lkr shlv hngr Wl. hk

N. R. - See home visits -

37. Health Service:
Hosp. X Chg. of X Dr. reg X On call X 1st aid Case in office -
Chg. of Sup's Med. exam. X Health rec. X Acc. Rec. ✓
Comp. ✓ Kind acc. w. Sup's new, does not know of any -

38. Other welfare: — ~~All housing of employees~~ but not segregated, - at edge of city.

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kind Girl	Misc by girls
Sit												
2 bag hemmers (made)	ch.	x	✓	x	x	x	x	x	x			
1 tying in	ch.	x	✓	x	x	x	x	x				
Stand 5 draw - 7 spool	-	none extra		x	x	x	x	x				
2 bag turners (4 bro a day)		none extra		x	x	x	x	x				
3 inspectors fold & roll	-	"	"	x	x	x	x	x				
10 weavers - 1 warper tender		"	"	x	x	x	x	x				
Sit or st.												
2 creelers	box	x	✓	x	x	x	x	x				

— South Carolina —

Miscellaneous

7 Schedules

~~20-9-1~~ 20-5-8 (110)

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1

1. Name of factory Southern Sceptic Laboratories Address Columbia S.C.
Person interviewed C. G. Furgnard
2. Product Absorbent Cotton Sanitary pads. Position Mgr. L.S. Taylor Supt.

3. No. employed:

	W.	C.		W.	C.	Total
Men	21	17	Day: Boys			38
Women	9	—	Day: Girls			9
Total	30	17	Day: Total			47

	W.	C.		W.	C.	
Men			Night: Boys			
Women			Night: Girls			
Total			Night: Total			

4. Firms scheduled hours:

Daily: Begin 7-12 End 12:30-6:30 Lunch period ½ hr Rest period — Total 11

Saturday " 7 " 12 " " — " " — " 5

Shifts " " " " " " " " " "

Regular weekly number of days 5½ Total weekly hours 60

Shifts weekly number of periods Total shifts weekly hours

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " " "

Shifts " " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Overtime or undertime X

6. Seasonal X

7. Employment Policy:
Employment manager — Or centralized method Supt Foremen —
Records kept Kept in book.
Labor turnover X

8. Subcontract shop X Home work given out X

Date Feb 1-1922 Agent H. M. Hawkins

9. Buildings:
No. 1 Mat. brick Entire ✓ Part —
Const. - New — Old — Rmld — Fair ✓ Unsafe — Other —

10. Arrangement:

	Mfg. or mech. sales, packing and shipping depts.	Off.	Lunch	Rest	1st. aid	Toilet	Dress	Wash
~~B.~~								
1.	Boll, blowsh, dryers picker room (no women) card room	✓	X	X	X	X	X	✓
2.	Knitting Dept (no women) Finishing room	X	X	X	X	✓	X	✓
3.								
~~4.~~								
~~5.~~								
~~6.~~								

11. Halls:
Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other

12. Stairway:

No.	Location	Open	Encl wall	Wind-ing	Nat.lt. adqt.	Art.lt. prov.	Hnd.rl o.k.	Nar	Stp	Cl	Rpr o.k.	Other
1	middle front	X	brick wood	X	✓	✓	✓	X	X		✓	

13. Exits:
Outside, no. 3 Open out ✓ In — Slide — Obstruct.any exit —

14. Firescape rqd: — No. — Well — Str. — Lad. — Other — Exit, kind —

Obst. — Firewall — Door — Spklr ✓ Extg — Bkt — Hose — Other —

15. Elevators:
Passenger
No. — Guard — Oprt. — Empl.rstrct —
Freight
No. 1 Guard ✓ Optr. — Empl.rstrct trucker.

Workrooms. No. 8

	16. Floors					17. Aisles			18. Walls				19. Ceilings			
	Loc.	Mat.	Repr	Cl	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
											white				white		
1st fl.		wood	✓	✓			X	X		✓	✓	✓		✓	✓	✓	
* 2nd fl.		"	✓	X			X	X		✓	✓	✓			✓	✓	

20. Light, nat. adqt. ✓ Inadqte, where ____ Windows opaque some of them
Clean X Modern X Curtain, loc ____

X
* 21. Clngd. by girls — Men ✓ daily Jant. ____ Janitress ____ Other ____ No. resp. ____

22. Windows.						23. Work bench.					24. Art. lt. kind.				
Loc.	1 s	2 s	3 a	4 a	Sk. l	Fc.	Sd.	Bk	Ab	Misc	Adj.	Ind.	Tab group	Ceil	Shades Kind Ind.	Shades Adq
card	✓					✓	✓	✓						✓	none	
Finishing		✓				✓	✓	✓					✓		none	

25. Glare, loc. —

26. Reflection —

27. Heating system Steam overhead

28. Ventilation: one ordinary ventilator in roof used in summer.
App. o.k. ✓ Art. ✓ Kind ____ Loc. ____

29. Special prob. on account of absorbency of cotton cannot have any moisture in finishing room.
Heat — Cold — Dust — Lint ✓ Humid — Fumes —
Other ____

30. Strain:
Eye — Post — Lift — Press — Reach — Speed — Other ____

31. Hazard:
Occupation — Workroom —

Sanitation:

31. Drinking facilities, loc. workroom Conv. ✓
Bblr. — San — Tank — Cooler — Faucet ✓ Other —
Cup, common — Individ — Kind furnish own

32. Washing facilities: If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot w.	Soap fur	Towels: Fur.	Ind	Pap	Com.	Often
2nd fl 5	3 outside 2 in workroom white porcelain	✓	✓	✓	X	X	X	X	X	X	
1st fl 1	black iron	✓	✓	✓	X	X	X	X	X	X	

33. Toilets: Kind plumbing Sep ✓ If none, arngmt —
Flush, hnd ✓ ~~Auto. seat~~ Repr ✓ Plb. cl ✓ Paper ✓ Instrt —

No. T. R.	No. seats	Fl	Loc	Conv.	Scrn	Deg	Sngl St rm	Row in rm	Room ceil	Seat encl	Nat vnt o.k	Vnt oth rm.	Art vnt o.k	Lgt nat o.k	Lgt art o.k	Cl
mdfl 1	2			✓	✓	✓	—	✓	✓	½	✓	X	—	✓	✓	✓

Total no. seats 2 No. wmn. per seat 5
Clng. by girls ✓ Men — Jant. — Janitress — Other — No resp —
Swept reg. — Freq — Wrk. hrs — Scrub reg — Freq — Wrk. hrs ✓
when it needs it

Service and Welfare.

34. Lunchroom, combined with X Prov. — Kind —
Loc — Equip o.k. — Cln — Lt. nat — Art — Vent. o.k. —
Prov. hot food, drnk only — Cooking convncs — Supr — If None —

35. Restroom, cmbd. with X Prov. — Loc — Equip. o.k. —
Cln. — Lgt. nat. — Art — Vent o.k. — Supr — If none —

36. Cloakroom, combined with X Prov. — Loc — Conv — Lkr —
Shlv. — Hngr — Wl. hk — Seats — Cln — Lgt. nat — Art —
Vent. o.k. — Supr — If none, — lkr — shlv — hngr — Wl. hk ✓

37. Health Service:
Hosp. X Chg. of — Dr. reg — On call — 1st aid —
Chg. of — Med. exam. — Health rec. — Acc. Rec. —
Comp. — Kind acc. w. —

38. Other welfare: —

39. Occupations	Seats			Foot rest		Uniform						
	Kind	Adj.	No o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Girl	Kind	Misc by girls
Sit labeling packing	chair		✓	none			✓	X	X	X	X		
Stand wrapping	0						✓	X					
labeling	ch		✓				✓	X	X	X	X		
Sit or st.													

21. Floors are not scrubbed except occasionally when there is no cotton around loose. It would absorb all the moisture from the air & make it wet.

They were not making the sanitary pads 2-1-22 as the machine was broken, so there were no women in that dept at time of visit.

39 The girls pinned some paper over their heads to keep the lint from getting into the hair.

Bul.No. 34 12

Alabama industries, women in,

Pack 1 Factory schedules
Home visit schedules

Alabama

Food Products

12 Schedules

M. 1. 4-1-1 * 1 Sheet attached. Hours Sales girls. no-s-2 wk data

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Alabama

B'ham

For Am. Bakeries Co.

1. Name of Factory Highland Bakery Address 2008 Ave F.
Person interviewed Mr. R. Sellers
2. Product Bread etc. wholesale Position Shipping foreman

*3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	74	16	90	Men	25	5	30
Women	4	1	5	Women	X	2	2
Minors	X	X	X				
Total	78	17	95	Total	25	7	32

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4. Firm's scheduled hours:
Daily: Begin 7.30 End 4.30 Lunch period ½ hr Rest period — Total 8½
Saturday:" 7.30 " 4.30 " " ½ hr " " — " 8½
Regular weekly number of days 6 Total weekly hours 52½
Sunday daily hrs 7.30 to 6.00 ½ hr lunch. total 10 hrs
Daily: Begin 5.30 End 2.30 Lunch period ½ hr Rest period X Total 9
Sun. ~~Saturday~~:" 5.30 " 2.30 " " ½ hr " " X " 9 see attached sheet for salesgirls hrs.
Regular weekly number of days 6 Total weekly hours 54

5. Seasonal: not seasonal.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other foreman Records ✓ Lab Trnv M R
Records kept of Name age experience, family and former job.

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS one
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction
2 story building in front one story in rear.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X	✓	X	X	✓ ✓	✓ ✓	X	wd	✓	✓	—

10. Exits: Outside no. 3 Open out 3 In 0 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr ✓ Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. 0 Guard — Oprt — Empl. Rstrct —
Freight: No. 0 Guard — Oprt — Empl. Rstrct —

Agent M. H. Turner Date Feb 23. 1922.

Attached sheet for 21 hrs

Highland Bakery B'ham

162
U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Highland Bakery Address _____
Person interviewed _____

2. Product _____ Position _____

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men				Men			
Women				Women			
Minors							
Total				Total			

4. Firm's scheduled hours:

Daily: Begin 8.00 End 6.00 Lunch period 1 hr. Rest period — Total 9 ✓
Saturday:" 8.00 " 7.00 " " 1 hr. " " — " 10 ✓
Regular weekly number of days 6 Total weekly hours 55 ✓

Sales girls

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday:" ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days _____ Total weekly hours _____

5. Seasonal: _____

6. Employment policy:
Employment manager____ Centr Method, supt. foreman other____ Records____ Lab Trnv____

7. Subcontract shop _____
Home work process _____ In plant____ Same rates____ Var____

BUILDINGS
8. Number_____ Mat._____ Entire_____ Part_____
Special roof construction _____

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other

10. Exits: Outside no.____ Open out____ In____ Slide____ Obst____ Indr____ Ext mrkd____
Well____ Firedoor____ Where_____ Spklr____ Extg____ Bkt____ Hose____

11. Elevators: Passenger: No.____ Guard_____ Oprt_____ Empl. Rstrct_____
Freight: No.____ Guard_____ Oprt_____ Empl. Rstrct_____

Agent_____ Date _____

Highland Bakery
B. Hall

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
all depts wrapping	1	wood	✓	✓	—	✓	lt gray	irreg	✓	X	irreg	X
women's room office	2											

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men X cleaners, wmn ✓ men X other — no resp —
Scrubbed ✓ Wrk Hrs X Freq wkly : Swept ✓ Wrk Hrs X Freq daily

14. Heating system: kind industry steam location steam radiators in restroom rising from wrapping dept industry heats rest

15. Ventilation: App. o.k. ✓ Art ✓ Kind exhausts & fans Loc walls & throughout plant.

16. Special problem: Heat ✓ Cold X Dust X Lint ✓ Humid X
Fumes X Other X Description heat for girls packing bread near ovens.

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description no hazards for girls not near machinery

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
wrappers	S	X	X	X	X	d/p	X	none	✓ *	✓	✓	E	✓	X
night worker: packers	—	—	—	—	X	d.p	X	none	✓ *	X	✓	none	X	X

18a. Special note (nat.lgt; art.lgt; seating)
* Would be glare from unshaded artificial lights

Highland Bakery
B. Kane

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye* ✓ Post ✓* Lift X Press X Reach X Speed ✓ Other heat*.
Description: *Possible eye strain from unshaded art. light. Strain of standing for crackers. Strain of heat for crackers.

21. Uniforms: Required ✓ | ✓ Supplied F Laundered by Firm ✓ Freq 2 per week.
Aprons were not very clean on day of visit.

SANITATION

22. Drinking facilities: Loc work room Conv ✓ Bublr X San —
Tank X Cooler summer ✓ Faucet ✓ Other — Cup com X Ind ✓ Kind glass Supl Frm X
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2nd fl 1	2 white porcelain basins	clean	✓	✓	X	✓	✓	✓ roll	X	✓	—

24. Toilets: Kind flushing colored earth Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
4 white 1	1	2	clean	wd	✓	✓	✓	X	✓	✓	✓	X	X	✓	✓	✓
col 2 1	1	2	gd	wd	X	X	✓	X	✓	✓	✓	—	X	✓	X	✓

24a. Total number seats wh 1 (Col 1) Number women per seat 4 (Col 2)
Clng: by girls X Men X Jant X Jantrs ✓ Special person X No resp —
Swpt reg ✓ Freq day Wrk hrs ✓: Scrub reg ✓ Freq wkly Wrk hrs ✓
Special note

Highland Baking
B. Hain

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr X If none, go out to lunch Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr X If none, go home if ill Description —

27. Cloakroom ✓ Combined with 0 Loc good ill Conv good ill Lkr X Shlv ✓
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description —

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid ✓
simple remedies, iodine, bandages etc Chg of foreman Med exam ✓ Health rec ✓
Acc rec X Comp X Nature acc to wm burns etc
Special note

29. Other Welfare: X

H 1, 4-3-4 ✓ (other food)

Alabama. ✓

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

B'ham

1. Name of Factory Donovan Prov Co Address 1601 First Ave
Person interviewed T. P. Daniels
2. Product Coffee, Spices, Wholesales Position Supt.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	3	2	4	Men	X	X	X
Women	3	1	4	Women	X	X	X
Minors	X	X	X				
Total	5	3	8	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 30 End 5 Lunch period 30 min Rest period ___ Total 9 ✓
Saturday:" 7 30 " 1 " " ___ " " ___ " 5½ ✓
Regular weekly number of days 5½ Total weekly hours 50½ ✓

Daily: Begin ___ End ___ Lunch period ___ Rest period ___ Total ___
Saturday:" ___ " ___ " " ___ " " ___ " ___
Regular weekly number of days ___ Total weekly hours ___

5. Seasonal: Nov to March about busy. Condition of trade
Less business now than yrs b'fr Depression

6. Employment policy:
Employment manager X Centr Method, supt. foreman other — Records X Lab Trnv N R.

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction X
9. Stairways: 4 stories

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
—	not inspected —	—	—	—	—	—	—	—	—	—	—
no	women above	first floor									

10. Exits: Outside no. 4 Open out 0 In 2 Slide 2 Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. not Guard inspected Oprt — Empl. Rstrct —
Freight: No. — Guard — Oprt — Empl. Rstrct —

Agent Benham Date Feb. 27, 1922

Donovan Prov. Co
B'hame

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Pack	1	wd	✓	✓	X	✓	wh	* N.P.	✓	✓	* NR	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq wk : Swept ✓ Wrk Hrs ✓ Freq d

14. Heating system: kind stoves location center wk rooms

15. Ventilation: App. o.k. ✓ Art X Kind — Loc —

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Packing	Mw	✓	X	X	X	Dp. Dr	X	none	✓	X	✓	E	~~BD~~	X

18a. Special note (nat.lgt; art.lgt; seating) girls were working in wide room with windows on one side. No partition between wk room and office. There were windows in office opposite these windows so that some diffused daylight came to inside room but probably never enough to do work without artificial light. Glare from unshaded drop lights.

Donovan Prov Co
B'ham

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye ✓ Post X Lift X Press X Reach X Speed X Other X
Description see 18 - glare

21. Uniforms: Required X / ✓ Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc toilet Conv X Bublr X San —
Tank X Cooler X Faucet ✓ Other X Cup com X Ind ✓ Kind China Supl Frm ✓
Description X

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	1 bowl	toilet	X	✓	X	✓	✓	✓	X	X	once per wk per person

24. Toilets: Kind plumb Sep X Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ? (1) Pap ✓ Inst X
Description (1) too dark to determine if plumbing is clean

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1	1	1	off store	cem	X	X	✓	X	✓	X	X	X	X	✓	X	X

3 wh 1 col
7 men 2 w 2 col

24a. Total number seats 1 Number women per seat Col 1 White 3 Col 2 men wh 2 total 8
Clng: by girls X Men X Jant ✓ Jantrs X Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq every 2d Wrk hrs ✓: Scrub reg ✓ Freq every 2d Wrk hrs ✓
~~Special note~~ small toilet room supposed to be used by white men & women girls thought col. men used also. No designation. Window was high in wall and not openable. Window opposite. Light poor. Floor littered too dark to state condition of floor, more exactly. No art. light

Donovan Prov Co
B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr X If none, wk room Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no provision Description —

27. Cloakroom ✓ Combined with X Loc off store room Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ Cln X Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description dusty & disorderly. Girls say they had to clean it if it was done. Window high, nat. light dim.

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam X Health rec X
Acc rec X ✓ Comp ✓ Nature acc to wm none
Special note —

29. Other Welfare: 0

12 Chr. Eng. Stated in building only short time. Walls renewed 4 or 5 mo. ago. Would probably be done every 2 yrs

K 3 4-2-1V

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

3 day week

Birmingham

1. Name of Factory Huber Candy Factory Address Ave A
Person interviewed M. A. Rumstead

2. Product Candy Position Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	11	25	36	Men	X	X	X
Women	19	1	20	Women	X	X	X
Minors	X	X	X				
Total	30	26	56	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 4.30 Lunch period 1 hr Rest period — Total 9 ✓
Saturday:" 7 " 4.30 " " 1 hr " " — " 9 ✓
Regular weekly number of days 6 Total weekly hours 54 ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Busy Sept to Dec inclusive. Trade conditions

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Mgr ✓ Records X Lab Trnv N R
Mgr has final decision in hiring & firing. Consults with foreman

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction small sky lights

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr: o.k	Other
1	inside	X X	X	X	✓ ✓	X —	X	wd	✓	✓	—
1	inside	X X	wd	X	X ✓	✓ ✓	X	wd	✓	✓	—

10. Exits: Outside no. 4 Open out X In 1 Slide 3 Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr ✓ Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 2 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent Feb 23 1922 Date Birmingham

Heber Candy Co - B' Ham

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Pack	2	Cement & wood	✓	✓	X	✓	wh	yrly	✓	X	yrly	X
Choc candy mix	3	wd	✓	✓	X	✓	wh	yrly	✓	X	yrly	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq d : Swept ✓ Wrk Hrs ✓ Freq d.

14. Heating system: kind Industry location near center of room

15. Ventilation: App. o.k. ✓ Art ✓ Kind Plenum Loc wall 3d floor

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description Chocolate Rm. Temp. 60°-64°. Stationary fmgs girls wore sweaters

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery ✓
Description Cluttered stuffing and unenclosed belts both floors.

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind (5)	No ok	Foot rest
✓ Packing	Misc	X	X	X	X	Dr Dp	X	none	✓	✓	✓	E	G.P.	X
✓ Bonbon Dip	F	✓ (4)	X	✓ (3)	X	Dr Dp	X	none	✓	X	✓	E	Gd	X
Enrober	(1) none	—	—	—	X	Dr Dp	X	(2) glare when none	✓	X	✓	E	Gd	X
✓ Chocolate Pick	S	X	X	X	X	Dr Dp	X	none	✓	X	✓	E	Gd	X
✓ Marshmallow Pipe	Misc	X	X	X	X	Dr Dp	X	none	✓	X	✓	E	gd	X

stand by pan & pour candy mark in soft marshmallow

18a. Special note (nat.lgt; art.lgt; seating) (1) Enrober room small room partitioned off in center of large room with no windows (2) Three Dico lights one shaded. (3) Bonbon dipper faces South Window. (4) window irregularly bayoted (5) Seating Women were shifted from one kind of work to another. Some work actually done sitting. Only one woman sitting day of visit.

Heber Candy Factory
B" Haun

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye ✓ Post X Lift X Press X Reach X Speed X Other X
Description Glare from facing So. window & from unshaded light. See 18

21. Uniforms: Required X | ✓ Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc Each work room Conv ✓ Bublr X San —
Tank X Cooler X Faucet ✓ Other X Cup com ✓ Ind X Kind tin cups Supl Frm ✓
Description —

23. Washing facilities:

No. rooms	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	Enamel sink	wkly	✓	✓	X	✓	✓	X	✓	X	as needed
1	4 Enamel bowls	d.	✓	✓	✓	✓	✓	X	✓	X	as needed

1-56 men
1-5 women
H = 20
2-61
30

24. Toilets: Kind plumb. Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl X Pap ✓ Inst X
Description cane toilet bowl. bowl discolored.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1 (19 white)	1	2	off wk	wd	X	X	✓	X	✓	✓	✓	X	✓	✓	X	✓

24a. Total number seats 1 Number women per seat 19 + 1 c. = 20
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq d Wrk hrs ✓ : Scrub reg ✓ Freq 2 x wk Wrk hrs —
Special note Small room in corner of 2nd floor work room matched wood partition about 8 ft. high & wood ceiling separate from ceiling of work room. Enamel bowl in toilet room. Hot water cannot be turned on. Locks on door. Signs of ordinary care & cleanliness at irregular times women work on third floor & must come to 2nd floor for toilet

Heber Candy Co B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food X drnk only X Ckng conv ✓ gas plate & utensils
Supr — If none, wk room Description —

26. Restroom ✓ Combined with Cloak Location 1st flr office Equip one folding cot, mattress & pillows kept in box, washbsn Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Supr maid If none, — Cover Description in equipment

27. Cloakroom ✓ Combined with rest Loc 1st flr office Conv ✓ Lkr X Shlv ✓
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr maid
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description in note below

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid bandages & simple remedies in office safe Chg of Mgr Med exam X Health rec X
Acc rec X ✓ Comp ✓ State Nature acc to wm none
Special note —

29. Other Welfare: none.

27. Each worker had a galvanized metal box round, about 18 in in diameter open on one side with a hook under neath. These were suspended from ceiling by cord over a pully. Hat & shoes were placed in box, wraps hung on hook, & whole drawn up well above the head, so floor was clear for thorough daily cleaning. There were benches along wall. Room kept in out good order.

M 3 4-1-2

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Martin Biscuit Company Address 2423 First Ave. B'ham
Person interviewed J. E. Hairston; E. L. Martin
2. Product Biscuits Position Asst. Sec. & Treas; Pres. & Gen'l. Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total	NIGHT X White	NIGHT Colored	NIGHT Total
Men	4	20	24	X	X	X
Women	30	2	32	X	X	X
Minors	X	X	X			
Total	34	22	56	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 5.30 Lunch period 30 min. Rest period X Total 10
Saturday: " 7 " 5.30 " " 30 min " " X " 10
Regular weekly number of days 6 Total weekly hours 60

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday: " X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other X Records X Lab Trnv NR
Foremen on each floor.

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick. Entire ✓ Part X
Special roof construction X
3 stories

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	Inside	X X	X	X	✓ X	✓ ✓	X	wood	✓	✓	X

Stairway up inside wall.

10. Exits: Outside no. 3 Open out 3 In X Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent K. B. Jennison Date February 23, 1922

Martin Biscuit Co
B'ham

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Icing & Packing: Wrapping	2	wood	✓	✓	X	✓	white	2 ce yr	✓	X	wood beams not cleaned	X
Packing	3	wood	✓	✓	X	✓	white	2 ce yr	✓	X	"	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls ✓ men X cleaners, wmn X men X other X no resp X
Scrubbed ✓ Wrk Hrs ✓ Freq 1 ce day : Swept ✓ Wrk Hrs ✓ Freq 1 ce day

14. Heating system: kind hot air location overhead

15. Ventilation: App. o.k. ✓ Art ✓ Kind Exhaust pipe with fan Loc 3rd floor

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description X

17. Hazard: (workroom) Floor X Placing of Material ✓ Transmission Machinery overhead belts - gd.
Description On 2nd floor - center - made dark by piled boxes - no artificial light burning - necessary to get all pans there. Overhead belt 1 ft. above head

OCCUPATIONS

18. Occ.	Position	A. Windows Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Icing & Packing	Misc.	X	X	X	X	Dr ✓	X	X	light one ft. from ceil X	X	✓	F	Dc	X
Shining boxes	no nat'l light	-	-	-	X	X	Dr ✓	X	light low ✓	✓	✓	F	✓	X
Wrappers	B	X	X	X	X	X	Dr ✓	X	light low ✓	✓	X	E	✓	X
Packers	S.A.	X	X	X	X	X	Dr ✓	X	X	X	✓	F	Dc	X

18a. Special note (nat.lgt; art.lgt; seating)
On second floor - center section separated by two piles of boxes - 2 colored box shimers work there under unshaded light hanging about eye level. Bldg long & narrow. Other wm. work at extreme ends - natural light adequate - On 3rd floor - skylights light center section.

Maitin Biscuit Co
B'ham

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post X Lift ✓ Press X Reach X Speed X Other X
Description Packers - after filling heavy wood boxes with paper boxes full of crackers - lift box to floor and get another.

21. Uniforms: Required X ✓ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc workroom 2nd & 3rd floors Conv ✓ Bublr X San X
Tank X Cooler ✓ Sum Faucet ✓ Other X Cup com ✓ Ind X Kind china Supl Frm X
Description In winter drink from faucet supplied with sink for washing

2 or 3 girls have cups. others use ✓

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
27 2	Sheetmetal sink	wrk.rm ✓	✓	✓	X	X	X	—	—	—	—
37 1	Sheetmetal sink	wrk.rm ✓	✓	✓	X	X	X	—	—	—	—

24. Toilets: Kind Plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap X Inst X
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
2C	1	1	3	off wrk.rm	Wood	✓	X	✓	X	X	✓	✓	X	X	✓	✓	✓
30 W	1	1	2	off wrk.rm	Wood	✓	X	✓	X	X	✓	✓	X	X	✓	✓	✓—

24a. Total number seats Col 1 Mn 1 Number women per seat Col 2 Wht 30
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq 1 a day Wrk hrs ✓ : Scrub reg ✓ Freq 1 a day Wrk hrs ✓
Special note 10 white girls work 2nd floor - & 20 on 3rd floor - but white toilet is on 2nd & col. on 3rd - although 2 col. workers work on 2nd.

Martin Biscuit Co
B. haw

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, — Description —

26. Restroom ✓ Combined with dressing room Location 3rd fl. Equip benches
Cln ✓ Lt Nat X Art ✓ Vent ok X
Supr X If none, — Description —

27. Cloakroom 1-2nd fl 1-3rd fl → not combined Combined with rest room Loc off wk rm off wk rm Conv ✓ ✓ Lkr X ✓ Shlv X ✓
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat X X Art ✓ ✓ Vent ok X X Supr X X
If none, ✓ for colored Lkr X Shlv X Hngr X Wl Hk ✓
Description 3rd floor room - built in box above floor - against side wall no windows, reached by stair -

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid Kit
Chg of mgr Med exam X Health rec X
Acc rec ✓ for Ins. Co Comp thru State Bd Nature acc to wm "slight scratches" packing dept. Special note X

29. Other Welfare: X

K2 26-2-1 ✓

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory American Candy Co. Address Selma Alabama
Person interviewed Lehman - Mgr
2. Product Stick Candy Position H.B. Jackson - Offic

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	63	65	Men	X	X	X
Women	X	26	26	Women	X	X	X
Minors	X	X	X				
Total	2	89	91	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 4 Lunch period 30min Rest period X Total 8 ✓
Saturday:" 7.30 " 1230 " " X " " X " 5 ✓
Regular weekly number of days ~~6~~ 5½ ✓ Total weekly hours 45 ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X Business very bad during 12 mo period - about 63% of normal orders

6. Employment policy:
Employment manager X Centr Method, supt. foreman other ✓ Records X Lab Trnv NS

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction
2 stories - (women on 2nd floor only.)

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	Inside	XX	X	X	✓ ✓	✓ ✓	X	Wood	✓	✓	X

10. Exits: Outside no. 3 Open out X In 3 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg X Bkt ✓ Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent Kathleen Jennison Date March 30 - 1922

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Stick Wrapping	2	wood	✓	✓–	×	✓	Wh. Gy	n/p.	✓	×	n/p	×

12a. Arrangement (machines, material, tables) Floor - fairly clean -

13. Clngd: by girls ___ men ✓ cleaners, wmn × men × other × ~~no~~ resp ×
Scrubbed ✓ Wrk Hrs × Freq 1ce wk : Swept ✓ Wrk Hrs × Freq 1ce day

14. Heating system: × kind pipes under tables to regulate temperature of candy location under work tables -

15. Ventilation: App. o.k. ✓ Art ✓ Kind 12 electric fans ventilators Loc Ceilings

16. Special problem: Heat × Cold × Dust × Lint × Humid ×
Fumes × Other × Description -

17. Hazard: (workroom) Floor × Placing of Material × Transmission Machinery ×
Description - no transmission mch -

OCCUPATIONS

18. Occ.	Position	A. Windows Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Stick wrapping	A. 2$	×	×	×	×	dr	×	green plain	×	×	✓	7	Oc	×

18a. Special note (nat.lgt; art.lgt; seating) Very old building. windows narrow - with dark ceiling makes room very dark - Candy brought to girls - they stand around long table and wrap in oil paper -

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description —

21. Uniforms: Required X ~~X~~ ✓ Supplied — Laundered by Firm — Freq —
summer winter

SANITATION

22. Drinking facilities: Loc work room Conv ✓ Bublr X San X
Tank X Cooler ✓ Faucet ✓ Other X Cup com X Ind ✓ Kind cup Supl Frm X
Description Says girls supply own - keep by them at wat - "If girl has not brought own cup - uses her hand"

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
7 02. 1	1 sheet metal sink	wtr room ✓	✓	✓	X	X	X	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst ✓ X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
26 col 1	1	2	off wrk rm	wood	✓	✓	✓	X	✓	X	✓	X	X	✓	✓	✓

24a. Total number seats 1 Number women per seat 21
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 1 a day Wrk hrs X : Scrub reg ✓ Freq 1 a wk Wrk hrs X
Special note
Toilet room on opposite side of room from washing place - however very plain instructions in toilet room stating hands must be washed before returning to work room.

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, go home for lunch — Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom ✓ Combined with toilet room — Loc off wk rm Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats X Cln ✓ Lt Nat ✓ Art X Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Toilet room - rectangular - wall hooks on sides near door -

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam X Health rec X
Acc rec For Ins. Co. Comp State Board Nature acc to wm No accidents to women — Special note —

29. Other Welfare: —

H 30 4-3-1

No 52 wk schedules B'ham

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Peck ~~Candy & Grocery~~ Co. Address 1605-7 1st Ave
Person interviewed Mr. P. W. Sims
2. Product Pilot-Chips & Peanut Butter Position Asst. Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	0	0	0	Men	X	X	X
Women	1	7	~~7~~ 8	Women	X	X	X
Minors	0	0	0				
Total	1	7	~~7~~ 8	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8.00 End 5.00 Lunch period 1 hr Rest period ___ Total 8 ✓
Saturday:" 8.00 " 1.00 " " ___ " " ___ " 5 ✓
Regular weekly number of days ~~6~~ 5½ Total weekly hours 45 ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Not seasonal.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Asst Mgr. Records X Lab Trnv X

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 1
8. Number 1 Mat. brick Entire X Part part of 2nd story
Special roof construction X
4 story building.

9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X	X	bk	X	X	✓	✓	X	wd	✓	✓	—

10. Exits: Outside no. 2 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well ✓ Firedoor ✓ Where between room & stair Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl.Rstrct —
Freight: No. 1 Guard X Oprt X automatic Empl.Rstrct ✓

Agent M. H. Turner Date Feb 24, 1922

B'kane

Factory Schedule 2

ROOMS

12. Dept.	Fl	A. Floors Material	A. Floors Repair	A. Floors Cln	A. Floors Other	B. Walls Repair	B. Walls Col	B. Walls ClnFrq	C. Ceilings Repair	C. Ceilings Low	C. Ceilings ClnFrq	Crdng
shipping office	1	—	—	—	—	—	—	—	—	—	—	—
storage & factory	2	tin covered wood	✓	✓	dust	✓	all grp	irreg	✓	✗	irreg	✗
storage	3											
storage	4											

12a. Arrangement (machines, material, tables) Arrangement good

13. Clngd: by girls ✓ men ✗ cleaners, wmn ✗ men ✗ other — no resp ✗
Scrubbed ✓ Wrk Hrs ✓ Freq wkly : Swept ✓ Wrk Hrs ✓ Freq daily

14. Heating system: kind coal stove + ind hot water location stove at one end of room

15. Ventilation: App. o.k. ✓ Art ✓ Kind hood Loc over boilers for cooking potato chips.

16. Special problem: Heat ✓ Cold ✗ Dust ✗ Lint ✗ Humid ✗
Fumes ✗ Other ✗ Description heat for girls tending cooking potato chips.

17. Hazard: (workroom) Floor ✗ Placing of Material ✗ Transmission Machinery ✗
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	A. Windows Opq	A. Windows Curt	A. Windows Glare (rfl)	B. Artificial Light Ind	B. Artificial Light Ceil	B. Artificial Light Grp	B. Artificial Light Shades (kind)	B. Artificial Light Glare (rfl)	C. Seating Sit	C. Seating Std	C. Seating Kind	C. Seating No ok	C. Seating Foot rest
makers sandwich (same room)	E & B	✗	✗	✗ *	✗	S.D.R ✓	✗	white glass	✗	✓	✓	ladder E	G.S	✓
packers cookers (same room)	mixer	✗	✗	✗	✗	Sdr ✓	✗	white glass	✗	✗	✓	ladder E	G.S	✓

18a. Special note (nat.lgt; art.lgt; seating) * No glare from unobstructed window as it faced the North and girls were not very near windows.

B'Nai

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material ✓?
Handling tool or object X Other — Description Girls tending the cooking boilers would be exposed to splattering of hot grease. Possible hazard to workers.

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description —

21. Uniforms: Required ✓ | ✓ Supplied ✓ Laundered by Firm ✓ Freq clean one a week for cooks. As sewers leave post one several times per week.

SANITATION

22. Drinking facilities: Loc wk room Conv ✓ Bublr X San X
Tank X Cooler X Faucet ✓ Other — Cup com X Ind ✓ Kind pap Supl Frm ✓
Description Bubbler, water from faucet in sink. Cooler in summer.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2 mdfl	1 enameled sink	wk rm	✓	✓	✓	✓	✓	✓	X	X	wkly

24. Toilets: Kind flush Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
7 ed 1	1	2	stock room	wd	X	X	✓	X	✓	✓	✓	X	X	✓	✓	✓

24a. Total number seats 1 Number women per seat 7
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq daily Wrk hrs ✓: Scrub reg ✓ Freq wkly Wrk hrs ✓
Special note —

B' harris

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, x drnk only X Ckng conv ✓
Supr ✓ If none, guests eat in work room Description —

26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom ✓ Combined with 0 Loc small storage room Conv ✓ Lkr X Shlv ✓
Hngr ✓ Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat X Art ✓ Vent ok X Supr ✓
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Cloak room was without outside ventilation or light.

28. Health Service: Hosp X Chg of X Dr reg X On call X 1st Aid ✓
Simple remedies, bandages etc Chg of nurse Med exam X Health rec X
Acc rec ✓ Comp Emp Dist Dr Nature acc to wm burns from hot lect grease Special note X

29. Other Welfare: X

M 4 17-1-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

* Attached sheet on night & mens hours

Ala

Factory Schedule 1

Mobile Ala.

1. Name of Factory Smiths Bakery Address 901 Dauphin St
Person interviewed Roy Smith

2. Product Bread & Cakes Position Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	61	11	72	Men	25	X	25
Women	9	1	10	Women	X	X	X
Minors	X	X	X				
Total	70	12	12	Total	25	X	25

1 col. girl Daily 7 to 3 1 hr lunch - 7 hrs. 6 days 42 weekly hrs

4. Firm's scheduled hours:

Packing 7 women

Daily: Begin 8 End 5 Lunch period 1 hr Rest period X Total 8
Saturday:" 8 " 5 " " 1 hr " " X " 8
Regular weekly number of days 6 ~~7~~ Total weekly hours 49 or 44½ 57

Sales 2 women 1 woman sun.

Daily: Begin 8 End 7 Lunch period 1 hr Rest period X Total 10
Saturday:" 8 " 7 " " 1 hr " " X " 10
Regular weekly number of days 6 ~~7~~ Total weekly hours 60 or 54½ 64½

7.30 12 X 4½

5. Seasonal: Busy 2 wks before Christmas 1 week Easter

6. Employment policy:
Employment manager X Centr Method, supt. foreman other mgr Records X Lab Trnv N. R

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS

8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction X

9. Stairways: 1 2 stories

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
2	inside	XX	X	✓	✓ X	✓ ✓	X	wd	✓	✓	X

10. Exits: Outside no. 5 Open out 3 In X Slide 2 Obst ✓ Indr X Ext mrkd X
Well X Firedoor X Where — Spklr ✓ Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt X Empl. Rstrct X
1 one exit thru elevator

Agent Burham Date April 7, 1922

Smith's Bakery

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Smith's Bakery Address _____
Person interviewed _____

2. Product _____ Position _____

3. Number employed:

	DAY White	DAY Colored	DAY Total	NIGHT White	NIGHT Colored	NIGHT Total
Men						
Women						
Minors						
Total						

4. Firm's scheduled hours: Mins hrs

Daily: Begin 5 End 2 Lunch period 1 hr Rest period x Total 8 ✓
Saturday: " 5 " 2 " " 1 hr " " x " 8 ✓
Regular weekly number of days 6 Total weekly hours 48 hrs ✓
Fri. 5 PM 3 PM 1 hr 9 ✓

Daily: Begin 3 PM End 11 Lunch period 1 hr Rest period ___ Total 7½ ✓
night ~~Saturday~~: " 3 PM " 11 PM " 1 hr " " ___ " 7½ ✓
Regular weekly number of days 6 Total weekly hours 45 hrs ✓
Fri. 3 P.M. 2 a.m. 1½ hr 10½ ✓

5. Seasonal: _____

6. Employment policy:
Employment manager___ Centr Method, supt. foreman other___ Records___ Lab Trnv___

7. Subcontract shop _____
Home work process _____ In plant___ Same rates___ Var___

BUILDINGS

8. Number_____ Mat._____ Entire_____ Part_____
Special roof construction _____

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other

10. Exits: Outside no.___ Open out___ In___ Slide___ Obst___ Indr___ Ext mrkd___
Well___ Firedoor___ Where_____ Spklr___ Extg___ Bkt___ Hose___

11. Elevators: Passenger: No.___ Guard_____ Oprt___ Empl.Rstrct___
Freight: No.___ Guard_____ Oprt___ Empl.Rstrct___

Agent_____ Date _____

Zeutler Bakery

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Sales	1	tile	✓	✓	X	✓	wh	(1) 4 cyr	✓	X	(1) 4 cyr	X
Pack	1	tile	✓	✓	X	✓	wh	(1) 4 cyr	✓	X	(1) 4 cyr	X
Very		clean throughout										

12a. Arrangement (machines, material, tables) (1) Kept painting done so all walls & ceiling are gone over 4 times a year. Other cleaning irregular as needed

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 3 a w : Swept ✓ Wrk Hrs ✓ Freq 2 a d.

14. Heating system: kind X location heat of ovens

15. Ventilation: App. o.k. ✓ Art ✓ Kind fans Loc Shop

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
2 Sales	Min	X	✓	X	X	Dr	X	glass full	X	X	✓	B	2	X
Pack	Min	X	✓	X	X	Dr	X	green sleeve sing	X	X	✓	Reg (1)	occ	X
Clean	Min	X	✓	X	X	Dr	X	glass full	X	X	X	X	—	—

18a. Special note (nat.lgt; art.lgt; seating) — Packers set up cartons, wrap cakes in paper & place in cartons.

(1) one packer used keg with board across

Smith's Bakery

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description —

21. Uniforms: Required X X Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk Conv ✓ Bublr X San —
Tank ✓ Cooler X Faucet X Other X Cup com ✓ Ind X Kind gl Supl Frm ✓
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	enamel bowl	cl	✓	✓	X	✓	✓	X	✓	X	as needed
	No provision for colored girl										

24. Toilets: Kind flush Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1 (9 wh + 6 of.)	1	1	wk	tile	✓	✓	✓	X	X	✓	X	✓	X	X	✓	✓

24a. Total number seats 1 Number women per seat 15
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 1 ed Wrk hrs ✓ Scrub reg ✓ Freq 1 ed Wrk hrs ✓
Special note No provision for colored girl

Swift & Bakery

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Chng conv X
Supr — If none, Cloak or roof Description Girls usually went to roof to eat lunch except in bad weather

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no women Description —

27. Cloakroom ✓ Combined with X Loc wks Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ 2ch Cln ✓ Lt Nat X Art ✓ Vent ok X Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description No window but also light ventilate into cloak

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam X Health rec X
Acc rec X ✓ Comp ✓ stok Nature acc to wm none
Special note —

29. Other Welfare: X

*4 hrs The women take turns staying in shop on Sundays. Must work every 9th Sunday, but get one day off in that week

* 4 June thru Sept 15, 1/2 day closed each week.

M 5 17-1-21

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

* attached — men's hours on separate sheet

Factory Schedule 1

Mobile Ala

1. Name of Factory Quille Bakery Address 162 Government St
Person interviewed Louis Schettler
2. Product Bread & Cake Position Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	14	4	18	Men	4	x	4
Women	2	x	2	Women	x	x	x
Minors	x	x	x				
Total	16	4	20	Total	4	x	4

* See attached sheet for men's hours

4. Firm's scheduled hours:

1 woman day
Daily: Begin 7 End 5 Lunch period 1 hr Rest period x Total ~~X~~ 9
Saturday:" 7 " 6 " " 1 hr " " x " ~~X~~ 10 *
Regular weekly number of days 6 Total weekly hours 55

1 woman day
Daily: Begin 9 End 7 Lunch period 1 hr Rest period x Total 9
Saturday:" 9 " 7 " " 1 hr " " x " 10
Regular weekly number of days 6 Total weekly hours 55

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other mgr Records X Lab Trnv N R

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. br Entire ✓ Part X
Special roof construction X

9. Stairways: 1 2 floors

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	x x	X	✓	X ✓	✓ ✓	X	wd	✓	✓	X

10. Exits: Outside no. 4 Open out X In 4 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent Buchanan Date Apr 7, 1922

162
Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory _____ Address _____
Person interviewed _____

2. Product _____ Position _____

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men				Men			
Women				Women			
Minors							
Total				Total			

4. Firm's scheduled hours:

Daily: Begin 6 a.m. End 2 p.m. Lunch period 1 hr Rest period X Total 7
Saturday:" 6 " 2 " " 1 hr " " X " 7
Regular weekly number of days 6 Total weekly hours 42

Daily: Begin 4 P.M. End 12 M Lunch period 1 hr Rest period X Total 7
Saturday:" 4 " 12 " " 1 hr " " X " 7
Regular weekly number of days 6 Total weekly hours 42

5. ~~Seasonal~~: Drivers 7 a.m. - 5 P.M. 1 hr - 9 hr
Sat 6. - 5.30. 1 hr. 10½ hr
wk. 6 days. 55½ hr.

6. Employment policy:
Employment manager ___ Centr Method, supt. foreman other ___ Records ___ Lab Trnv ___

7. Subcontract shop _____
Home work process _____ In plant ___ Same rates ___ Var ___

BUILDINGS
8. Number _____ Mat. _____ Entire _____ Part _____
Special roof construction _____

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other

10. Exits: Outside no. ___ Open out ___ In ___ Slide ___ Obst ___ Indr ___ Ext mrkd ___
Well ___ Firedoor ___ Where _____ Spklr ___ Extg ___ Bkt ___ Hose ___

11. Elevators: Passenger: No. ___ Guard _____ Oprt _____ Empl. Rstrct _____
Freight: No. ___ Guard _____ Oprt _____ Empl. Rstrct _____

Agent _____ Date _____

Yellow Book

Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Sales	1	Cycle tile	✓	✓	X	✓	wh	N.P	✓	X	N.P	X
Wrap	2	wd	✓	✓	X	✓	wh	N.P	✓	X	N.P	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X no resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 1 ce W : Swept ✓ Wrk Hrs ✓ Freq 2 ce d

14. Heating system: kind Gas stove location from ovens in wk room Sales room

15. Ventilation: App. o.k. ✓ Art ✓ Kind fans Loc sales room

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
2 Sales	Misc	X	X	X	X	Dr	X	glare flare	X	X	✓	E	G.O.	X
Wrap	Misc	X	X	X	X	Dr	X	none	X	X	✓	X	—	—

18a. Special note (nat.lgt; art.lgt; seating) Women who sell also do wrapping for 2 or 3 hours a day.

Quilter Book

TIONS (cont)

Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description —

21. Uniforms: Required ✓ X Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk Conv ✓ Bublr X San —
Tank sun Cooler X Faucet ✓ Other X Cup com X Ind ✓ Kind paper Supl Frm ✓
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	1 enamel bowl	wk	✓	✓	X	✓	X				

24. Toilets: Kind flush Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
2	1	1	1	Cl	wd	✓	X	✓	X	✓	✓	✓	X	X	X	✓	✓

24a. Total number seats W - 1 Number women per seat W 2
Clng: by girls X Men X Jant ✓ Jantrs X Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 1 ea d Wrk hrs ✓ : Scrub reg ✓ Freq 2 ea w Wrk hrs ✓
Special note —

Yuchen Bak

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr — If none, None Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no provision Description —

27. Cloakroom ✓ Combined with X Loc wk Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats X Cln ✓ Lt Nat X Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid Iodine & bandages ✓
Chg of nurse Med exam X Health rec X
Acc rec X ✓ Comp ✓ slab Nature acc to wm none
Special note X

29. Other Welfare: X

* hours First woman stated she sometimes began at 9 and worked till 7 same as other girl.

Alabama

Cotton Goods

17 Schedules

E 13 26-7-2

Ala

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Ala

1. Name of Factory Selma Mfg Co Address Selma
   Person interviewed T. J. Amos Pres
2. Product Shirting Position Ernest Nelson. Supt

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	121	77	198	Men	1	13	14
Women	67	55	122	Women	X	25	25
Minors	X	X	X				
Total	188	132	320	Total	1	38	39

* 15 col 3 wht working in bag factory - closed Feb 11th. Payroll material secured, but no inspection.

4. Firm's scheduled hours:
   Daily: Begin 6 End 5.40 Lunch period 40 min Rest period X Total 11
   Saturday:" 6 " 11 " " X " " X " 5
   Regular weekly number of days 6 5½ Total weekly hours 60

   Daily: Begin 5.40 End 6 Lunch period 20 Rest period X Total 12
   Saturday:" X " X " " X " " X " X
   Regular weekly number of days 5 Total weekly hours 60

5. Seasonal: X

6. Employment policy:
   Employment manager X Centr Method, supt. foreman other X Records X Lab Trnv NS
   Foremen hire first transfer -

7. Subcontract shop X
   Home work process X In plant — Same rates — Var —

BUILDINGS 4 (Mill 1. Mill 2 [2 small buildings] Bag factory). Bag factory not inspected not operating

8. Number 3 Mat. Mill 1. Brick: 2 shut mate Entire ✓ Part X
   Special roof construction X
   Mill 1. 3 stories. Mill 2. 2 one story buildings.

9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
Mill 1. 1	Inside	XX	Wood	X	✓ ✓	✓ ✓	X	Wood	✓	✓	X

10. Exits: Outside no Mill 2. 2 each bldg X ✓ ✓ X X X X X
    Mill 1. 4 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
    Well X Firedoor ✓ Where all doors Spklr ✓ Extg ✓ Bkt ✓ Hose X
    Mill 2 - X X — ✓ ✓ ✓ X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
    Freight: No. 1 Guard ✓ Oprt X Empl. Rstrct ✓

Agent Kathleen Jennison Date April 3-1922

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Mill 1. Card	2	soft wood	X	X	X	✓	grey	n/p	✓	X	n/p	X
Spin	3	soft wood	X	✓	X	✓	grey	n/p	✓	X	n/p	X
Weave	1	soft wood	X	✓	X	✓	grey	n/p	✓	X	n/p	X
Mill 2 2 rooms Card	1	wood	✓	✓	X	✓	grey	n/p	✓	X	n/p	X

12a. Arrangement (machines, material, tables) Floors badly worn in spots making scrubbing impossible - in Mill 1. (main bldg). Mill 2 - newer - good floors

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other X resp ✓
Mill 1. Scrubbed X Wrk Hrs — Freq — : Swept ✓ Wrk Hrs ✓ Freq Continuously
Mill 2. Scrubbed ✓ Wrk Hrs ✓ Freq 1 x wk Swept ✓ Wrk Hrs ✓ Freq Continuously

14. Heating system: ✓ kind steam location overhead pipes
No vacuum card stripper

15. Ventilation: App. o.k. ✓ Art ✓ Kind humidifiers - Loc thru out -

16. Special problem: Heat X Cold X Dust X Lint ✓ Humid Z
Fumes X Other X Description — 2nd floor -

17. Hazard: (workroom) Floor ✓ Placing of Material X Transmission Machinery X
Description Floor in Mill one - very worn & uneven -
Transmission machinery guarded by ⊃ bar -

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Mill 1. Openers	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	X		X
Card Dept Drawing Frame	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	7		X
Spin Dept. Spin Harpers Spoolers Creelers	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	7		X
Weave Dept. Weavers	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	X		X
Drawing in		X	✓	X	dz ✓	X	X	X	X	✓	X	H	✓	X
Mill 2. Drawing Frames	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	7		X
Spinning Spinner doffers	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	7		X
Spoolers	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	7		X
Roving Hauling Waste Picker	✓	X	✓	X	X	dz ✓	X	X	✓	X	✓	X		X
														X

18a. Special note (nat.lgt; art.lgt; seating) —

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object ✓ Other X Description Skimmers use knives
Removes waste from spindle

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description —

21. Uniforms: Required XX Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc each work room Conv ✓ Bublr ✓ San X
Tank X Cooler ✓ Faucet X Other X Cup com — Ind — Kind — Supl Frm —
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
X	—	—	—	—	—	—	—	—	—	—	—

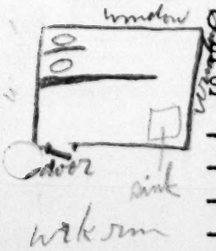
Washing facilities in each toilet rm - but water turned off -

24. Toilets: Kind plumbing Sep ✓ Flush, hnd X Auto. ~~seat~~ 20 min Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

Night shift smaller

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
Mill 2 col 25	1	2	1	off wk rm	wd	✓	X	X	✓	✓	X	✓+	X	X	✓	✓	✓
Mill 1. wht 28	1	2	1	off wk rm	wd	✓	X	X	✓	✓	X	✓	X	X	✓	✓	✓ —
col 21	1	2	2	off wk rm	wd	✓	X	X	✓	✓	X	✓	X	X	✓	✓	✓ —
wht 36	1	2	3	off wk rm	wd	✓	X	X	✓	✓	X	✓	X	X	✓	✓	✓ —
						2 col 2 col 2 wh 2 wh					12½ col 10½ col 14 wh 18 wh.						

24a. Total number seats ____ Number women per seat ____
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 6 daily Wrk hrs ✓ : Scrub reg ✓ Freq 1 a wk Wrk hrs ✓
Special note women's toilets well ventilated. Second floor men's toilet no door - very objectionable - in work room -



SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, home for lunch Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, stair tower — Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg. of — Dr reg ✓ On call ✓ 1st Aid ✓ Company Dr. in village - Cabinet in office Chg of MD — Med exam X Health rec X
Acc rec for Ins. Co Comp State Board Nature acc to wm slight cuts spinning room Special note —

29. Other Welfare:

Houses - 25¢ a wk a rm - 3 & 6 rm houses - Running water electric lights - septic tanks - Day nursery - nurse who does visiting nursing in village. Public baths hot & cold - Dairy - go to school in Selma -

Pres

Has used colored women in mill 2 - & finds them very satisfactory - Takes time to break them in on job - a good deal more instructing - but once they have learned - They are steady and efficient - Dont seem to mind the monotony and dont care to change their job -

Runs a factory 8 hrs a day in Cleveland - Believes that hours should be set by kind of job - energy expended -

E1 162 4-7-1 v

Ala Ala

3 extra sheets attached. ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Avondale Mills Address Birmingham Ala.
Person interviewed Mr. Magnum
2. Product Print cloths & Chambrays. Position Supt.
Mr. Collyer - Purchasing Agent. Mr. Welch. Bookkeeper.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	156	23	181	Men	X	X	X
Women	172	36	208	Women	X	X	X
Minors	13	X	13				
Total	341	61	402	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 6 End 4.25 Lunch period 40 min Rest period X Total 9 3/4 ✓
Saturday:" 6 " 12 12 " " " " " 6 1/4 ✓
Regular weekly number of days 5 1/2 6 Total weekly hours 55 ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other X Records X Lab Trnv X

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part
Special roof construction monitor
4 floors.
9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	in tower	X X	✓	X	X ✓	✓ ✓	X	wood	✓	✓	X
* 1	outside & workroom	X ✓	X	X	X ✓	✓ ?	X	wood	✓	X	X

10. Exits: Outside no. 5 Open out 3 In 2 Slide X Obst X Indr X Ext mrkd X
Well ✓ Firedoor ✓ Where between workrooms Spklr ✓ Extg ✓ Bkt ✓ Hose ✓

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 2 Guard ✓ Oprt ✓ Empl. Rstrct ✓

N. M. N + M. T. Date 3-22-22
ABC

Avondale Mill

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Weave room cloth room	1	wood	✓	✓	X	✓	white	n.P	✓	X	n.P	X
Weave room Slashing	2	wood	✓	✓	X	✓	blue	n.P.	✓	X	n.P	X
Carding	3	wood	✓	✓	X	✓	green	n.P	✓	X	n P	X
Spinning	4	wood	✓	✓	X	✓		n.P.	✓	X	n.P.	X

12a. Arrangement (machines, material, tables) X walls fairly clean ~~Have~~ not ~~been~~ painted in 3 yrs; ~~it~~ probably ~~have been~~ washed, as they do not look grimy

13. Clngd: by girls X men X cleaners, wmn ✓ men X other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq II : Swept ✓ Wrk Hrs ✓ Freq II
(1) see attached memo - cleaning rules for spinning room - copy of posted rules attached

14. Heating system: kind steam location overhead

15. Ventilation: App. o.k. ✓ Art ✓ Kind ~~American Humidifier~~ Ventilators - - - - - walls Loc ~~throughout~~ plant

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description X

17. Hazard: (workroom) Floor (1) ? Placing of Material X Transmission Machinery ✓*
Description (1) See note on 12, attached sheet for

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	B. Artificial Light: Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
Cloth room	(4) 4 Mise	X	X	X	dp dr	(1) (1) dr	X	pan shaped bell	✓	X	✓	X	—	—
1st fl. Weave room	(4) 4 Mise	X	✓S	X	X	dr	X	pan shaped	X	X	✓	G	F.D.	—
2nd fl. " "	(4) 4 Mise	X	✓S	X	X	dr	X	pan shaped	X	X	✓	G	F.D.	—
Tying in	(5) 5 B. F.	X	✓S	X	dp dr.	(1) dr.	X	pan shaped	(2) ?	✓	X	A + I	✓	(3) X
Stroders Speeders	4 (4) Mise	X ✓	X	X	X	dr.	X	pan shaped	X	X	✓	G	F.D.	X
Spinning	Mise	X ✓	X	X	X	dr	X	pan shaped bell	X	X	✓	G	F.D.	X

18a. Special note (nat.lgt; art.lgt; seating) (1) A few ceiling lights (2) Lights could be swung where workers minded; no need to have of glass in lyes. (3) Number of classes had lays saved shorter. (4) Windows on 3 sides - very good light. (5) Windows on 2 sides.

Avondale Mill

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X * Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description X

20. Strain: Eye ① ✓ Post ① ✓ Lift X Press X Reach X Speed X Other X
Description ① Tying in

21. Uniforms: Required X Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc workroom Conv ✓ Bublr ✓ San X
Tank X Cooler ✓ Faucet X Other X Cup com ✓ Ind X Kind glass Supl Frm X
Description workers furnish own glasses

23. Washing facilities: water from bubblers is ~~furnish~~ water for washing.

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	iron sink	✓	✓	✓	X	X	X	—	—	—	—
1	white enamel sink	✓	✓	✓	X	X	X	—	—	—	—

same for all floor wept. cloth room 1

24. Toilets: Kind Plumbing Sep ✓ Flush, hnd X Auto. seat ✓ 20 min. Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description X

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
23	1	3	1	work room	white marble	✓	✓	X	✓	✓ D	✓	✓	X	✓	✓	✓	✓
38	1	3	2	work rm	[illegible]	✓	✓	X	✓	✓ D	✓	✓	X	✓	✓	✓	✓
51	1	3	3	work rm	[illegible]	✓	✓	X	✓	✓ D	✓	✓	X	✓	✓	✓	✓
60	1	3	4	work rm	[illegible]	✓	✓	X	✓	✓ D	✓	✓	X	✓	✓	✓	✓
col 36	1	1	outside in yard.	wood ~~Bot.~~		✓	✓	✓	X	✓	✓	✓	X	—	✓	X	✓

24a. Total number seats ~~12~~ 13 Number women per seat _____
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq D Wrk hrs ✓ : Scrub reg ✓ Freq D Wrk hrs ✓
Special note Toilets exceptional; floors, walls part way up, & partitions between seats, ~~made~~ of white marble; ~~[illegible]~~ all immaculate.

seats: 9 wh — 7 2/3; 3 wh — 10 2/3; 3 wh — 17; 3 wh — 20; 1 col — 36

Avondale Mill

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with in Community house Location out of mill. Kind lunch room
Equipment see note ~~at end~~ Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, drnk only — Ckng conv —
Supr — If none, — Description —
Most people go home.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom ✓ (1) Combined with toilet room Loc work room. Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats X Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, X Lkr — Shlv — Hngr — Wl Hk —
Description (1) Hooks provided in sort of hallway between toilet room and workroom. Not crowded.

28. Health Service: Hosp room ✓ Chg of Dr. Dr reg ✓ On call — 1st Aid ✓
Chg of Dr Med exam X Health rec ✓
Acc rec ✓ kept by Dr. Comp ✓ Nature acc to wm falls, scratches
Special note

29. Other Welfare: Mill village. Houses 25c. per room per wk; bath room 50c per wk. Running water, toilets, electric lights. Allowed 1½ kilowatts light per 2 weeks free; Over that, ~~amount~~ must pay for it. ~~themselves~~.
Houses: 41 W 4 room + bath; 61 W 3 room; 14 W 8 room, total 116, and 10 apartments; rent of flatter 50c per wk per room, making 8 for 4 rooms per mo.
Community house has gym~~nasium~~, bathing pool, shower baths; night school held here, 1st 3rd room. Also school for ~~those~~ children 14-16 ~~who~~ who have not completed 4th grade. Others ~~who wish to~~ may come.
Kindergarten & nursery. Icehouse, laundry: Employees get laundry done 5-6c per lb. for single dry & flat work, 14c for finished work; unlimited quantity of starched clothes.
Have gym~~nasium~~ teacher, Kindergarten teacher + assistant, teacher for part-time school. Woman in charge of nursery, besides W/r & nurse.

NOTES.

Broadale Mills. 5

DEPARTMENT OF LABOR

4. ~~Cotton~~ take ~~p~~ 30 min. lunch period ~~hour~~ + plant closes at 4. ~~min~~, to ~~make~~ make ~~the~~ week ~~of~~ of 55 hrs. ~~come out even~~.

9. (1) stairway from 2nd fl. ~~to first~~ ~~unsupported~~ 1st to ~~for use~~ only ~~exept~~ in ~~emerg~~ emergency; ~~they were just~~ only steps from 2nd floor to ~~the~~ engine room. no handrail. ~~But~~ from engine room to ground outside, ~~there~~ was ~~an~~ iron hand rail in good condition.

11. Employees in cloth room allowed to use elevator.

12. ~~No cracks~~ Vice President ~~had~~ apologized ~~again~~ for floors; ~~said~~ they ~~were~~ ashamed of them, + were planning to put in new ones, very likely this summer. Agent did not find them ~~too~~ bad; ~~they were~~ old, wide cracks between boards, ~~were quite wide~~ and ~~there were~~ probably rough places, but ~~they were~~ not ~~exceptionally~~ bad as ~~she had been~~ led to think only ~~not~~ before inspection.

18 ~~12~~ Rooms ~~were~~ airy and light. In nearly all rooms, ~~there were~~ windows on (3) sides. were going to send samples to Supt. to see if it would ~~make~~ ~~start in this week~~ ~~not a~~ true, but want to make ~~current~~ better. be better. ~~no~~ slippery floors, ~~not a~~ orders.

17. Floors: Supt. said they

~~17.~~ Safety: Belts ~~are~~ not guarded. ~~In~~ Weave room - gears ~~and~~ partly guarded.

Card dept. - not sufficient guard on gears on speeders, ~~in~~ partly guarded.

Spinning room - individual motors, very good.

18. Windows in cloth room ~~are~~ of prism glass; light seemed very good. ~~windows~~ Carding dept. (1/2) opaque, E + S. sides. Spinning dept. (1/2) opaque, ~~E.~~ E, S, W sides.

23. Men had washing facilities ~~provided for them~~ in their ~~but~~ toilet rooms. ~~but there were~~ none for the women, ~~but~~ ~~why~~ no one seemed to know why.

24. Toilets ~~were~~ immaculate. ~~there was~~ ~~just~~ One bad feature only - ~~at the~~ back of each was a small pipe running overhead

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DEPARTMENT OF LABOR

24 cont'd -

from which the sweat dripped down to back of seat, making damp spots; when Agent mentioned this, upon being asked about conditions, Supt. said "I am glad you told me. I will have them waffed at once, that is very easy to remedy."

25. Small lunch room in Community House, where workers may get sandwiches, pie, coffee, milk etc. Sandwiches made fresh for each person, delicious. Many me bring steak or anything of that kind may have it cooked.

28. In Community house is large, well equipped 1st aid room with bed. Dr. there twice daily, 9 + 3 for about ½ hr. Dr. takes care of all work in village too. Dentist comes once a week + does work at cost. All employees may have work done, whether they can afford to pay for it or not. Nurse on duty all the time — lives in Community house.

Pregnant women not allowed to work in mill after 6th month.

Group insurance carried by Co. for all employees, covering accident, sickness, & life. Life ins. starts at $500, increases with each year of service, up to $700.

Avondale Mill. 7

RULES FOR SPINNING ROOM.

Let cleanliness by our watchword both in person, and Machinery.
Clean Steel rolls on Wednesday.
Clean Leather rolls on old frames on Tuesday, New frames Tuesday and Friday.
Clean stands on Wednesday, also steel rolls.
Clean roving creels on Thursday.
Clean behind rails on Thursday.
Clean Heads and Rockers on Friday.
Clean Clearer Boards twice daily, 9 A. M. and 3 P.M.
Clean Tops daily 11:00 A. M.
Clean backs twice daily, 10 A. M. and 4 P. M.
Brush rails four times daily, 8 and 10:30 A. M. 2 and 4:30 P. M.
Keep all cotton off the floor.
Put all clearer waste in bag.

SWEEPERS.

Keep alleys clean and clean from under frames, twice daily 8;oo A. M. and 2 P.M.
Have alleys clean at stopping time and all waste in bag.

DOFFERS.

Doffers must gather bobbins from tops and floor, daily 3 P.M.
Doffers must not run thread up on bobbins, for lap ends, not leave ends down when piecing up.

OILERS.

Oil heads on old frames daily, and new frames on Monday.
Oil Stands on old frames daily, and new frames Monday and Thursday.
Oil cylinders on Monday and Thursday.
Oil spindles every two weeks, the two back lines on the week before payday, and the two front lines on the week after payday.
Oil Loose pulleys March 1st, June 1st, Sept., 1st, and Dec., 1st.

Overseer.

E2 9-7-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Eufaula Cotton Mills Address Eufaula, Ala
Person interviewed Mr. Jones
2. Product cotton cloth Position Supt.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	91	7	98	Men	x	x	x
Women	53	15	68	Women	x	x	x
Minors	x	x	x				
Total	144	22	166	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 6 End 5 Lunch period 1 Rest period x Total 10
Saturday:" 6 " 11 " " x " " x " 5
Regular weekly number of days ~~6~~ 5½ Total weekly hours 55
Weave department
Daily: Begin 6 End 6 Lunch period 1 Rest period x Total 11
Saturday:" 6 " 11 " " x " " x " 5
Regular weekly number of days ~~6~~ 5½ Total weekly hours 60

5. Seasonal: x. Stock up ahead for orders.

6. Employment policy:
Employment manager x Centr Method, supt. foreman other x Records x Lab Trnv N R
Each foreman or overseer hires and fires his own help

7. Subcontract shop x
Home work process x In plant – Same rates – Var –

BUILDINGS 2
8. Number 1 Mat. brick Entire ✓ Part x
Special roof construction monitor

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
2	Inside	✓	✓ con-crete	✓ (1)	✓	✓	✓ (1)	x	Wd	✓	✓	x

(1) A rail was placed along the narrow side of the stairs so that it extended over the narrowest part of the stairs. This was a safeguard against the use of this portion of each step and was also a hand rail

10. Exits: Outside no. 4 Open out x In x ~~Slide~~ Swing Obst x Indr x Ext mrkd x
Well ✓ Firedoor ✓ Where Bet. wkrm Spklr ✓ Extg ✓ Bkt ✓ Hose x

11. Elevators: Passenger: No. x Guard – Oprt – Empl. Rstrct –
Freight: No. ✓ Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent E H Kulmann Date 3/30/22

Cowikee Cotton Mills
Columbia

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Spinning	2	Wd	✓	✓	×	✓	White Gray	(1) Ice2Y	✓	×	(1) Ice2Y	×
Carding	2	Wd	✓	✓	×	✓	White Gray	Ice2Y	✓	×	Ice2Y	×
Weaving	1	Wd	✓	✓	×	✓	White Gray	Ice2Y	✓	×	Ice2Y	×

12a. Arrangement (machines, material, tables) (1) swept down every 3 or 4 mo. wiped down every 8 years

13. Clngd: by girls × men × cleaners, wmn ✓ men ✓ other × ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq Ice D : Swept ✓ Wrk Hrs ✓ Freq constantly

14. Heating system: kind Pipes location Overhead

15. Ventilation: App. o.k. ✓ (1)(2) Art × Kind – Loc –
(1) compressed air & vacuum system used to clean machines (2) windows (2nd grade sashed)

16. Special problem: Heat × Cold × Dust × Lint ? (1) Humid ✓ (2)
Fumes × Other × Description (1) ~~Lint~~ slightly noticeable because of machines being cleaned (2) noticeable only in weave room.

17. Hazard: (workroom) Floor × Placing of Material × Transmission Machinery ~~×~~ ?
Description Overhead shafting guarded at machine level probably adequate –

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light: Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
Spinners	FA BS	✓ (1)	W	×	×	Dr	×	×	? (2)	×	✓	F	g D	×
Drawing	BA ~~F~~S	✓ (1)	W	×	×	Dr	×	×	?	×	✓	F	g D	×
Speeder	BA FS	✓ (1)	W	×	×	Dr	×	×	?	×	✓	F	g D	×
Spooling	BA FS	✓ (1)	W	×	×	Dr	×	×	?	×	✓	×	×	×
Warper	SFB	✓ (1)	W	×	×	Dr	×	×	?	×	✓	×	×	×
Smash	SFB	✓ (1)	W	×	×	Dr	×	×	?	×	✓	✓ (3)	g D	×
Weave	SFB	✓ (1)	W	×	×	Dr	×	×	?	×	✓	✓ (3)	g D	×
Cutters & Inspectors	SFB	✓ (1)	×	×	×	Dr	×	×	×	✓	✓	E	g D	×

(2) × lights high – glare probable

18a. Special note (nat.lgt; art.lgt; seating) (1) all old windows being replaced by opaque ones. Thus causing very irregular conditions (2) could not determine exact since artificial light not necessary on day of visit (3) Wood seat with straps at each end forming a swing-like affair provided at each loom. Hooks at each end attach to the loom, thus making a seat which can be dropped down when hook is detached. Women were using these seats when investigation was made.

Cowikee Cotton mill
Eufaula

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ Handling hot, poisonous or corrosive material ✓
Handling tool or object ✓ Other ✓ Description ✓

20. Strain: Eye ✓ Post ✓ Lift ✓ Press ✓ Reach ✓ Speed ✓ Other ✓
Description ✓

21. Uniforms: Required ✓ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc W Room Conv ✓ Bublr ✓ San ✓
Tank ✓ Cooler ✓ Faucet ✓ Other ✓ Cup com ✓ Ind — Kind — Supl Frm —
Description cooler with bubbler, colored help have own bubbler,

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1 (2nd)	2 Enamel basins	✓	✓	✓	✓	✓	✓	—	—	—	—
1 (1st)	2 Enamel basins	✓	✓	✓	✓	✓	✓	—	—	—	—

24. Toilets: Kind Plbg Sep ✓ Flush, ~~hnd~~ auto 15 Auto.seat ✓ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✓
Description White + colored separate toilets; white have those with automatic seats, colored - those with auto. flush

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
32 wh-1	5	2	off w/room	Mar-ble	✓	✓	✓	✓	✓D	✓½	✓	✓	✓	✓	✓	✓
19 wh-1	5	1	off w/room	Mar-ble	✓	✓	✓	✓	✓D	✓½	✓	✓	✓	✓	✓	✓
16-col-1	4	1	Out side	wd	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

24a. Total number seats col-4 wh-5 wh-5 Number women per seat col 4 wh. 3 4/5 wh. 6 3/4
Clng: by girls ✓ Men ✓ Jant ✓ Jantrs ✓ Special person ✓ ~~No~~ resp ✓
Swpt reg ✓ Freq D Wrk hrs ✓ : Scrub reg ✓ Freq D Wrk hrs ✓
Special note Toilet rooms for white people all marble; large windows, immaculately clean

Cowikee Cotton
Eufaula Ala

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, go home, WKrs Description most people live near mill

26. Restroom X Combined with — Location — Equip —
— Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home Description X

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, many wraps wherever they wish Lkr X Shlv X Hngr X Wl Hk X
Description don't wear many wraps

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid no cabinet
simple drugs only Chg of fever Med exam X Health rec X
Acc rec ✓ Comp Gun risk Nature acc to wm none for several years. Special note One in a while a woman may faint but no accident

29. Other Welfare: Have a few houses rented to employees. Hard to get decent homes; landlords would not put in any improvements or do any "fixing up"
Rents: 5 rm ± 1.75 per week incl. light + water (inside plumbing)
4 " - 1.50 " " " " " " "
Base ball grounds - seats, bleachers + grand stand. New being constructed. Will be one of best in south.
Kindergarten: Free to all children in mill and of town. supported by mill
Playground - Equipment swings etc. Outdoor amphitheater attached
15-(2) (note continued) - in monitor on 2nd floor
to reach heat opens 6 windows at 1 time.

Insurance - company insures all employees after 3 months of service.

E3 14-17-1

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Ala.

1. Name of Factory Dallas Mfg. Co. Mill No. 1 Address Huntsville
Person interviewed W. L. Denham
2. Product Sheetings Position Asst. Supt

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	240	X	240	Men	X	X	X
Women	~~134~~	24	~~158~~	Women	X	X	X
Minors	B 8 G 3	X	11				
Total	385	24	409	Total	X	X	X

155

4. Firm's scheduled hours:
Daily: Begin 6 End 6 Lunch period 1 Rest period X Total 11 } 36
Saturday:" 6 " 11 " " X " " X " 5 } 29 women
Regular weekly number of days ~~6~~ 5½ Total weekly hours 60
Saturday- X — X — wkly days 5- Total hours - 55 } 10 ~~11~~ women
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X } 17 ~~14~~ women
Daily: Begin 6 End 5 Lunch 1 hr- 5 day week - Total wk. hrs 50

See key card for number employed by hours

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other X Records X Lab Trnv NR
Overseers hire fire and transfer. Labor turnover seems very low. Names carry thru the twelve month period on payroll with few breaks

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS 1 (Mill No. 1 & No. 2 under 1 roof - Partitioned - No. 1 operated by electricity, No. 2 by steam - 2 separate units as to product - Picker dept to Cloth - separate pay rolls.)
8. Number 1 Mat. Brick Entire X Part X
Special roof construction X
5 stories -

9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
2	Inside	X	brick	X	✓ ✓	✓ ✓	X	wood	✓	✓	X

10. Exits: Outside no. 4 Open out X In 4 Slide X Obst X Indr X Ext mrkd X
Well ✓ Firedoor ✓ Where all doors Spklr ✓ Extg ✓ Bkt ✓ Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 2 Guard ✓ Oprt ✓ Empl. Rstrct X

Agent K. B. Jennison Date March 13, 1922

E3

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Cloth	1	Concrete	✓	✓	X	✓	wht above green below	2ce yr	✓	X	2ce yr	X
Weave	2/3	Wood	✓	✓	X	✓	wht above green below	2ce yr	✓	X	2ce yr	X
Card	4	Wood	✓	✓	X	✓	wht above green below	2ce yr	✓	X	2ce yr	X
Spin	5	Wood	✓	✓	X	✓	wht above green below	2ce yr	✓	X	2ce yr	X

12a. Arrangement (machines, material, tables) –

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 2ce wk : Swept ✓ Wrk Hrs ✓ Freq Continuously
Sweep by pushing two wet brooms together across floor – continuous – ∴ little dust.

14. Heating system: ✓ kind hot air – pipes location overhead

15. Ventilation: App. o.k. ✓ Art ✓ Kind Exhaust pipes Vacuum card strippers – Card Fans humidifiers Loc cloth Spinning dept thru out
windows open in sections –

16. Special problem: Heat 2 Cold X Dust X Lint 2 Humid 2
Fumes X Other X Description No figures on Heat & humidity –
Have system for reducing temperature 15° in summer by passing air over water.

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description Spin Dept. Fl. 5. individual motor drive – no transmission exposed.
Wv. No. 2. Fl 3 under drive, belts covered. Fl. 2 & 4. overhead shafting belts guarded by iron bar

OCCUPATIONS

18. Occ.	Position	A. Windows Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Card Dept: Drawing frame	S	✓½	✓	X	X	dr	X	large green glare	X	X	✓	G	gen	X
Fine Frame. Doffers Fine frames	Misc	✓½	✓	X	X	dr	X	large green glare	X	X	✓	G	gen	X
Spin Dept: Tangle yarn hand Spinners	Misc	✓½	✓	X	X	dr	X	large green glare	X	X	✓	7	oc.	X
Spoolers Warpers Creelers	2$	✓½	✓	X	X	dr	X	large green glare	X	X	✓	7	oc.	X
Weave Dept: Weaver	2$	✓½	✓	X	X	dr	X	large green glare	X	X	✓	7	oc.	X
Drawing-in Hand.	B	✓½	✓	X	X	dr	X	large green glare	X	✓	X	A	✓	X
Cloth Dept: Inspector	S	✓½	✓	X	X	dr	X	large green glare	X	✓	X	A	✓	X
Book folder	S	✓½	✓	X	X	dr	X	large green glare	X	X	✓	H	oc	X
Tacker	S	✓½	✓	X	X	dr	X	large green glare	X	✓	X	A	✓	X
Trimmer	S	✓½	✓	X	X	dr	X	large green glare	X	✓	X	A	✓	X

18a. Special note (nat. lgt; art. lgt; seating) 4 high powered bulbs at each light units. Natural lighting adequate throughout. windows modern – Have recently changed artificial lighting system from bell shades hanging low to high powered light units placed high. mtl. 4 bulbs under each shade.

E3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description Have machine which takes off waste from bobbins - Man collects all bobbins from spinning frames and then creates spinners getting cut by using knives.

20. Strain: Eye X Post 2 Lift X Press X Reach X Speed X Other X
Description Both folders - stand & lean sharply to left or set on table feet one direction hands working at right angles very awkward position.

21. Uniforms: Required XX Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc 2 each wrk rm. 1 each wash rm Conv ✓ Bublr ✓ San ✓
Tank X Cooler ✓ Faucet X Other X Cup com — Ind — Kind — Supl Frm —
Description —

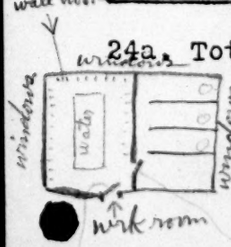
23. Washing facilities:

	No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
Fl. 1	1	4 enamel sink	✓	✓	✓	✓	✓	X	—	—	—	—
Fl. 1. 2.3.4.5.	5	6 enamel sink	✓	✓	✓	✓	✓	X	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
24 Col.	1	2	1	off wrk rm	concrete	✓	✓	X	✓	✓	½	✓	X	X	✓	✓	✓
14 wht.	1	4	1	off wrk. rm.	concrete	✓	✓	X	✓	✓	½	✓	X	X	✓	✓	✓
120 wht	1	4	2	off wrk rm.	concrete	✓	✓	X	✓	✓	½	✓	X	X	✓	✓	✓
	1	4	3	off wrk. rm.	concrete	✓	✓	X	✓	✓	½	✓	X	X	✓	✓	✓
	1	4	4	off wrk rm.	concrete	✓	✓	X	✓	✓	½	✓	X	X	✓	✓	✓
	1	4	5	off wrk. rm.	concrete	✓	✓	X	✓	✓	½	✓	X	X	✓	✓	✓

24a. Total number seats 116 col 4 wh Number women per seat 12 col 3½ wh 7½ wh
Clng: by girls X Men X Jant X Jantrs ✓ Special person X Nr resp ✓
Swpt reg ✓ Freq 2 ce day Wrk hrs ✓: Scrub reg ✓ Freq 1 ce day Wrk hrs ✓
Special note Toilet & wash rooms - very light - well cleaned concrete floor slants to drain. Doors between wrk rm & wash room & between wash & toilet rooms.



SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, home to lunch Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home when necessary Description —

27. Cloakroom ✓ Combined with wash room Loc off wrk rm Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid ✓
Cabinet in office Chg of Med exam X Health rec X
Acc rec for 2nd. Co Comp State Board Nature acc to wm slight bruises
no lost time acc last 12 mos Special note —

29. Other Welfare:

Signs thruout mill - forbidding spitting - in toilet rooms against writing on walls -

Village ½ houses - running water in kitchen, others ½ not yet installed - running water in yards. Electric lights each room - 3 to 6 rooms in house - 25¢ wk a room; (2 Nurses) with headquarters at YMCA (Womens Division) do visiting nurse work in village, and work in the school, & first aid in re accidents.

School very stunning plant - $90,000.00 one - thru 8th grade - next term thru 9th - Built according to very latest specifications.

YMCA under Mr Fanning, on W.B. mailing list - has equipment for athletics in & out door - Baths, Reading room,

stage etc
Leader for men & one for women
domestic science rooms, &
Also operate a moving picture - 1 ea wk.

Night school for employes - mill arithmetic - &
reading, writing etc -

Large playground, & athletic field -

Eva Jane Mill

(E6) 29-7-1 ✓

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

R Two extra sheets ✓

Factory Schedule 1

1. Name of Factory Eva Jane Mill Address Sylacauga Ala.
Person interviewed Mr. B. B. Comer Jr. V.Pres.
2. Product Whitegoods from coarse yarns. Position Mr. E. S. Dunn Supt.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	318	26	338	Men	X	X	X
Women	161	32	193	Women	X	X	X
Minors	12	X	12				
Total	491	52	543	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 6 End 5 Lunch period 1 hr Rest period X Total 10 ✓
Saturday:" 6 " 11 " " X " " X " 5 ✓
Regular weekly number of days 5½ Total weekly hours 55 hrs ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, ✓ supt. foreman other X Records X Lab Trnv X

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 1
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction monitors over part of 3rd floor. Over all of 4th floor.
4 floors in center - 2 floors at one end ~~attached~~.
9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
* 2	inside	X X	✓	X	✓	✓ ✓	X	wood	* ✓	✓	oiled every couple of weeks on Saturday out of wk. hrs.

10. Exits: Outside no. 7 Open out ✓ 7 In X Slide X Obst X Indr ① 2. Ext mrkd X
Well X Firedoor ✓ Where between workrooms Spklr ✓ Extg X Bkt ✓ Hose ✓
① must go thro' stock room to get to exits
11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 2 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent H. M. N. Date 3-26-22

Eva Jane Mill

Factory Schedule 2

ROOMS 7.

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Weave	1	wood	✓	✓	X	✓	white	Painted extra heavy	✓	X	Painted extra heavy 2 yrs	X
Weave, warper, spooling, lathing, cloth room	2	wood	✓	✓	X	✓	lower part		✓	X		X
Carding	3	wood	✓	✓	X	✓	2 yr	Cleaned 2 yrs	✓	X		X
Spinning	4	wood	✓	✓	X	✓		constantly	✓	X		X

12a. Arrangement (machines, material, tables) X

13. Clngd: by girls X men X cleaners, wmn ✓ men X other X no resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq cont. : Swept ✓ Wrk Hrs ✓ Freq cont.

14. Heating system: kind steam location overhead.

15. Ventilation: App. o.k. ✓ Art ✓ Kind American Humidifier Loc Throughout

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description X

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery ✓
Description Transmission machinery not ~~entirely~~ guarded. In weave room belts run straight up instead of at an angle — much better than those at an angle.

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
1st fl. Weaving	3 sides Mise	X	S & E	X	X	dr	X	bell	X	X	✓	X	—	—
2nd fl. Weaving	3 sides Mise	X	S. E	X	X	dr	X	bell	X	X	✓	X	—	—
Creeling & warping	3 sides Mise	X	S. E	X	X	dr	X	bell	X	X	✓	I	oc	X
Spooling	3 sides Mise	X	S. E	X	X	dr	X	bell	X	X	✓	(1) F.?	F.D.	X
2 women Drawing in	monitor S	X	X	X	X	dr	X	bell	X	X	X	I.	✓	board under machine.
1 woman * Tying in	S	X	S	X	(2) dr	dr	X	X	X	X	X	E	✓	X
monitor Cloth room	2 sides Mise	X	S. E	X	X	dr	X	flat reflectors	X	X	✓	F.	oc.	X
Speeders drawing frames	2 sides M. S.	(4) 1/2	E	X	X	dr	X	bell.	X	X	✓	E	F.D.	X
no 1. Spinning	3 sides Mise	(3) 1/2	E	X	X	dr	X	X (5)	X	X	✓	F	oc	X
monitor no 2 Spinning	3 sides Mise	(4) 1/2	E S	X	X	dr	X	X (5)	X	X	✓	F	oc	X

18a. Special note (nat.lgt; art.lgt; seating) (1) Have just taken out some old boxes they had. Are building boxes with backs to put at ends of machines.
(2) frosted bulb. (3) All windows on 3 & 4 floor were ½ translucent. They were the ground glass (4) West windows were modern. (5) Had removed shades about 2 months ago as workers did not want them — asked to have them removed.

Eva Jane Mill

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description X

20. Strain: Eye ① ✓ Post ② ✓ ? Lift X Press X Reach ③ ? Speed X Other X
Description ① Drawing is ② spinning & weaving standing all day.
③ spooling

21. Uniforms: Required X Supplied X Laundered by Firm X Freq X

SANITATION

22. Drinking facilities: Loc workroom 2 on each floor Conv ✓ Bublr ✓ San X
Tank X Cooler ✓ Faucet X Other X Cup com X Ind X Kind X Supl Frm X
Description X

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
	None.										

24. Toilets: Kind plumbing Sep ✓ Flush, hnd X Auto. ~~seat~~ 15 min Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description

No. rooms	Total no. seats	Fl	Loc.	① Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
② 32.? 1	5	1	off wk. rm	cem	✓	✓	X	✓	✓ II	X	✓	X	✓	✓	✓	✓
② 38? 1	6	2	off wk rm	cem	✓	✓	X	✓	✓ II	✓	✓	X	✓	✓	✓	✓
11 1	6	3	off wk rm	cem	✓	✓	X	✓	✓ II	X	✓	X	✓	✓	✓	✓
65- 1	6	4	off wk rm	composition	✓	✓	X	✓	✓ II	X	✓	X	✓	✓	✓	✓
3rd col 1	1	1	off wk rm	cem	✓	✓	✓	X	✓ II	½	✓	X	✓	✓	✓	✓

24a. Total number seats 24 Number women per seat
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 2 ce II Wrk hrs ✓: Scrub reg ✓ Freq 2 ce II Wrk hrs ✓
Special note ① Floors all sloped a trifle toward drain
② weavers are on both 1st & 2nd floor. Could not get numbers for each floor.

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov.hot food, drnk only — Ckng conv —
Supr — If none, — Description most people go home.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, X Lkr X Shlv X Hngr X Wl Hk —
Description

28. Health Service: Hosp ✓ Chg of Dr Dr reg ✓ On call X 1st Aid ✓
Chg of Dr nurse Med exam X Health rec X
Acc rec ✓ Comp ✓ Nature acc to wm bruises, cuts but practically none Special note See note at end on welfare.

29. Other Welfare: All welfare work is identical for the Eva Jane and Catherine Mills There are also two other mills which share in it. Those however were not inspected. It is all part of awhole unit.

Mill Village

350 houses , $1.00 per room per month. Toilets in all houses. Bath rooms in 45. Running water. no charge made for that. Electric lights.Allow free 7 1/2 K.H.W. per 2 room house. above that amount they pay . 4 &6 room houses have proportionate arrangments.

Have a very excellent hospital, with operating room, wards and private rooms. Obstetrical cases are allowed in the hospital free. Others pay a nominal sum. Accidents from the mills are,of course, cared for. All First Aid is done at the Hospital. There is one nurse and three student nurses there all thetime. Mr. Comer told agent that they planned to have medical examination of all employees and were arranging to have another Dr, there on full time in order to do it. Then they would hire only those who could were physically fit for the job.

Nursery with three woman in charge of the babies, They have about 35 - 50 youngsters there all the time . Kindergarten with 2 teachers. Have a very excellent school with 17 teachers in all In the School building have a large auditorium where they have entertainments of all kinds. Twice a week have movies for their employees and once a week have movies in the afternoon for the children . There is a large room in the school building which is called the band room. They have a Bandmaster in charge and have a very good band of about 60 members and including the Drum Corps over 100. They are exceedingly proud of their band.

They have an Athletic director and a man in charge of thier swimming pool, which is situated a little distance from the Mill. It is a large out door pool.

Textile School in the Mill Eva Jane Mill is one of the most interesting things about the whole place. They have a school of boys, numbering about 20, They are taught the history of textiles, and all of interest about it. In their class room there

 there

DEPARTMENT OF LABOR

are a number of machines, such as are used in the Cotton Mills. They learn to take these apart and put them together again. With it they get some Mechanical Drawing Apart from that they have to put in a certain amonut of time on other studies so they will get a pretty broad education.

An excellent Laundry is operated . Employees get their laundry done at the rate of 5¢ per lb, for flat work and 10 ¢ per lb for finished work. An ice plant is in the same ~~laundry~~ building as the laundry and some of the pipes run near the hand ironers, so they get the benefit of that. Helps to cool the air around tham a bit.

A very good drug store, quite up to date, with a soda fountain in it and a Commissary are run by the company where employees can get things at cost, Eggs c come from their poultry farm and vegetables from the truck farm. A Grist mill grinds all their grains. These things are all obtained through the Commissariat, at cost price.

The pride of their lives is their Dairy, They have a large dairy with a herd of good cows, of good breed. Milk, butter and buttermilk is available to the ir employees at a very nominal sum. (n,b, the workers and children looked healthy)

In the Eva Jane Mill on the first floor, they have a basket ball court. They use it for various athletics

DEPARTMENT OF LABOR

Eva Jane Mill is owned by the same people who own the Avondale Mill in Birmingham In Sylacauga there are 4 mills right together under the same managment. Two of them were inspected.

9 Stairs were oiled every couple of weeks. Seemed greasy and almost slimy.

12 Walls and ceiling looked as though they had been painted recently. They are cleaned constantly with compressed air. The 4 mills are right together and there is a painter at work on one or the other constantly.

16 Very little lint in mill due to constant clean ing with compressed air. 2,

18 In the slashing room there is a woman runnong the Tying-in machine. Supt.sai th at to his knowledge this was the only woman who ran a tying-in machine, anywhere that he had never heard of one doing it elsewhere. When asked if she did not run it as well as any man, he said "better"

19 In Spinning room frames were run by individual motors

In Spinning and spooling rooms they had an automatic roving cleaner. on each machine. This kept the frames absolutely free from lint. Machines did not have to be stopped in order to clean them. It was an arrangment of pulleys run on heavy cord. Every little distance there was a piece of canton flannel attached. This brushed all lint out from between and behind the spindles and spools. At the end of the frames there was a brush which brushed and cleaned the cloth and cord as it ran over the pulley. Supt, stated that he did not know of any other mill which had the arrangment.

23 & 24 Company is planning extensive changes in their toilet rooms. They have already made the changes in the Catherine mill and are starting them in a 3rd mill . As soon as those are completed , they will put them in in this mill. The toilet rooms in the Catherine Mill which they will copy, are white marble, with tile floor, and have white automatic seats.-open in front. The wash basins are white porcelain, Faucets have a spray attachment.

25 Are planning to instal a Cafeteria in a building which has just been completed. The school teachers live in this place . but managment plans to run it as a Cafeteria for the workers to use also. The equipment is there and is ready to set up Will probably open it in May. They are a little doubtful as to whether the workers will use it but are going to give it a try and are hoping that it will prove a big success.

28

(E7) 15-7-1.v

Ala

~~162~~

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

note: Kindly send a copy of report to Mr. Howard asst. supt. also.

1. Name of Factory Lanett Mill (West Point Mfg. Co.) Address Lanett, Ala.
Person interviewed George Lanier
2. Product Cotton cloth Position President

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	670	69	739	Men	203	x	203
Women	411	9	420	Women	43	x	43
Minors	11 9 7	x	18				
Total	1099	78	1177	Total	246	x	246

4. Firm's scheduled hours:
Daily: Begin 6 End 5 Lunch period 1 Rest period x Total 10 ✓
Saturday:" 6 " 11 " " x " " x " 5 ✓
Regular weekly number of days 6 5½ Total weekly hours 55 ✓
night work.
Daily: Begin 6 End 5 Lunch period 15 Rest period x Total 10 3/4 ✓
Saturday:" x " x " " x " " x " x
Regular weekly number of days 5 Total weekly hours 53 3/4 ✓

5. Seasonal: February, July & August dull months
Reason: no orders come in during these months

6. Employment policy:
Employment manager x Centr Method, supt. foreman other x Records x Lab Trnv NR
Each overseer hires and fires his own people

7. Subcontract shop x
Home work process x In plant — Same rates — Var —

BUILDINGS 5
8. Number 4 Mat. brick Entire ✓ Part —
Special roof construction monitors sawtooth
1 bldg - 4 stories; 3 bldgs - 1 story.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k.	Other
2	Inside	x x	Con-crete	x	✓ ✓	✓ ✓	x	Con-crete	✓	✓	x
3	Inside	x x	Con-crete	x	✓ ✓	✓ ✓	x	Wd	✓	✓	x

10. Exits: Outside no. 10 Open out 8 In x Slide 2 Obst x Indr x Ext mrkd x
Well ✓ Firedoor ✓ Where Between W Rooms at entrance to wells. Spklr ✓ Extg ✓ Bkt ✓ Hose ✓ (1)
(1) Picking rm. only.

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. 5 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent E. H. Kulmer Date 3/24 & 25, 1922

4 11
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Lanett Mill
Lanett, Ala

Factory Schedule 2

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Opener Rm	1	Cement	✓	✓	×	✓	white	np (1)	✓	×	np (1)	×
Spinning	4											
	2	Wood	✓	✓	×	✓	white	np (1)	✓	×	np (1)	×
Spooling	4,2	Wood	✓	✓	×	✓	wh	np (1)	✓	×	np (1)	×
Carding	3,1	Wood	✓	✓	×	✓	wh	np (1)	✓	×	np (1)	×
Weave	2,1	Wood	✓	✓	×	✓	wh	np (1)	✓	×	np (1)	×
Cloth	1	Wood	✓	✓	×	✓	wh	np (1)	✓	×	np (1)	×

12a. Arrangement (machines, material, tables) × (1) Repainted whenever necessary, in any dept. Usually 2-3 years. Swept down and once every 2 or 3 mo.

13. Clngd: by girls × men × cleaners, wmn ✓ men ✓ other × resp ✓
Scrubbed ✓ Wrk Hrs × Freq Ice W : Swept ✓ Wrk Hrs ✓ Freq Constantly

✓ 14. Heating system: kind Hot air (fresh) location Register in wall near ceiling. also used for ventilation

✓ 15. Ventilation: App. o.k. ✓ (1) Art ✓ Kind Registers Loc Walls near ceiling
(1) Natural ventilation excellent; windows in 2 sections, one swings on pivot so that (see note at end of sch)

16. Special problem: Heat × Cold × Dust ✓ (1) Lint ✓ (2) Humid ✓
Fumes × Other × Description (1) Dust in opener rm (2) lint noticeable when machines are being cleaned. Compressed air used except in card room where vacuum is used

17. Hazard: (workroom) Floor × Placing of Material ✓ (1) Transmission Machinery ✓ (2)
Description (1) Bobbin boys race wildly with their boxes around the doorway leading from one room to the other; agent almost "run over" by one of these boys. A system of whistles would remedy case (2) Overhead shafting in all but weave + 1 spinning room not guarded

OCCUPATIONS

18. Occ.	Position	A. Windows Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind (2)	No ok	Foot rest
Spinning	BF	✓½	E W	×	×	Df	×	green bell	×	×	✓	×	–	–
Spooling	BF	✓½	E W	×	×	Df	×	green bell	×	×	✓	×	–	–
Weaving	BF	✓½	E W	×	×	Df	×	green bell	×	×	✓	×	–	–
Weaving	A B F	✓	E W	×	×	Df	×	green bell	×	×	✓	×	–	–
Drawing	BF	✓½	E W	×	×	Df	×	Gr bell	×	×	✓	×	–	–
Speeders	BF	✓½	E W	×	×	Df	×	Gr bell	×	×	✓	G	Dec	×
Rollers	BF	✓½	E W	×	×	Df	×	Gr bell	×	×	✓	×	–	–
Creeling	BF	✓½	E W	×	×	Df	×	Gr bell	×	×	✓	×	–	–
Warpers	BF	✓½	E W	×	×	Df	×	Gr Bell	×	×	✓	H	✓	×
Reeinding	BF	✓½	E W	×	×	Df	×	Gr Bell	×	×	✓	×	–	–
Heddlers	BFA	×	E W	×	×	Df	×	Gr Bell	×	✓	×	I (1)	✓	×
Inspectors	BFA	×	E W	×	Dfo	Df	×	Gr Bell	×	✓	✓	E	✓	×
Burlers	BFA	×	E W	×	Df Dp	Df	×	Gr Bell	×	✓	✓	E	✓	×
Smash	BFA	×	E W	×	×	BF	×	Gr Bell	×	×	✓	×	–	–
Smash	BF	×	E W	×	×	Df	×	Gr Bell	×	×	✓	×	–	–
Openers	A S	×	×	×	×	Dr	×	Gr Bell	×	×	✓	×	–	–

× cautioned against using single hand frame

18a. Special note (nat.lgt; art.lgt; seating) (1) Seats of woven reed (2) where no seats are provided the women sit wherever they can when they can. In one room several were perched upon high beams of cotton thread.

Lanett Mill
Lanett, Ala

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ? Handling hot, poisonous or corrosive material ×
Handling tool or object × Other × Description (1) Overhead shafting not guarded in all rooms except 1 weave room and one spinning room.

20. Strain: Eye × Post × Lift × Press × Reach ✓ Speed × Other ×
Description ×

21. Uniforms: Required — Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc Wd room (each floor) Conv ✓ Bublr ✓(1) San ×
Tank × Cooler ✓(1) Faucet × Other × Cup com × Ind — Kind — Supl Frm —
Description (1) Bubbler + cooler combined, in summertime ice is supplied. ~~in coils~~

23. Washing facilities: (1) Also used also by men.

	No.:	Kind	Conv:	Cln:	Repr:	Hot W:	Soap:	Towels:	Indiv:	Paper:	Com:	Freq	
4	2	5 Enamel trough (1)	Wkrm	✓	✓	×	×	×	—	—	—	—	1-9 col
3	2	2 Enamel trough (1)	Wkrm	✓	✓	×	×	×	—	—	—	—	3-24 wh
2	2	2 Enamel trough (1)	Wkrm	✓	✓	×	×	×	—	—	—	—	1144
1	2	2 Enamel trough (1)	Wkrm	✓	✓	×	×	×	—	—	—	—	12 9
1	1	3 Enamel trough	Wkrm	✓	✓	×	×	×	—	—	—	—	6
(colored) 1	1	1 Enamel sink (1)	Wkrm	✓	✓	×	×	×	—	—	—	—	95
1	1	1 Enamel sink (1)	Wkrm	✓	✓	×	×	×	—	—	—	—	3 110
			Wkrm	✓	✓	×	×	×	—	—	—	—	37 ov.

24. Toilets: Kind Plbg Sep ✓ Flush, hnd × Auto. ~~seat~~ 15 Repr ✓ Plb Cl ✓ Pap ✓ Inst ×
Description ×

	No. rooms:	Total: no. seats:	Fl:	Loc.:	Mat: fl	Scrn:	Deg:	Sngl: seat: rm	Row in room:	Room: ceil:	Seat: encl:	Nat vent: o.k.:	Vent: oth room:	Art vent: o.k.:	Lgt: nat: o.k.:	Lgt: art:	Clean
wh 71	1	2	4	off wkrm	Cement	✓	✓	×	✓	✓ D(1)	×	✓	? (2)	—	✓	✓	✓
wh 102	1	3	4	off wkrm	Cement	✓	✓	×	✓	✓ D(1)	×	✓	? (2)	—	✓	✓	✓
wh - 20	1	3	3	off wk rm	Cement	✓	✓	×	✓	✓ D(1)	✓/2	✓	? (2)	—	✓	✓	✓
wh - 15	1	2	3	off wk rm	Cement	✓	✓	×	✓	✓ D(1)	×	✓	? (2)	—	✓	✓	✓
wh 42	1	2	2	Wkrm	Cement	✓	✓	×	✓	✓ D(1)	✓/2	✓	? (2)	—	✓	✓	✓
wh 30	1	2	2	Wkrm	Cement	✓	✓	×	✓	✓ D(1)	✓	✓	? (2)	—	✓	✓	✓
wh 15	1	3	1	off wkrm	Cement	✓	✓	×	✓	✓ D(1)	×	✓	? (2)	—	✓	✓	✓
wh 15	1	2	1	off wkrm	Cement	✓	✓	×	✓	✓ D(1)	×	✓	? (2)	—	✓	✓	✓
wh 24	1	2	1	off wkrm	Cement	✓	✓	×	✓	✓ D(1)	×	✓	? (2)	—	✓	✓	✓
9 col	1	1	3	*(3)	Wd	✓	✓	✓	×	✓	×	✓	×	—	✓	✓	✓
wh 105	1	3	1	off wkrm	Cement	✓	✓	×	✓	✓	✓	✓	×	×	✓	✓	✓

24a. Total number seats Over Number women per seat Over
Clng: by girls × Men × Jant × Jantrs ✓ Special person × ~~No~~ resp ✓
Swpt reg ✓ Freq 2 D Wrk hrs ✓ : Scrub reg ✓ Freq 2 D Wrk hrs ✓
Special note (1) Door - In place of door partition placed before doorway so as to form passage way. (2) Windows seldom opened, according to girls spoken to in toilet rooms.
*(3) Women in opener room must go out of their door to the shipping dock and then go up to the 3rd floor. They either have to walk up the stairs or ask one of the men to take them up in the freight elevator.

	seats	no. of women to each seat
col.	1	9 col.
wh	2	35/2
"	3	34
"	3	6 2/3
"	2	7 1/2
"	2	21
"	2	15
"	3	5
"	2	7 1/2
"	2	12
"	3	35
Total wh. 24 seats		17 5/12
" without 25 "		17 2/25

41

SERVICE AND WELF
25. Lunchroom
Equipment
Prov. hot

Lanett Mill
Lanett, Ala

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only X Ckng conv —
Supr — If none, go home Description X

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home Description X

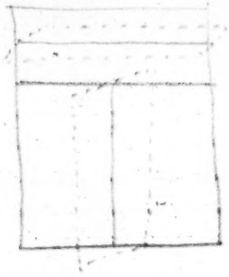
27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, on walls in toilet rm or wear home Lkr X Shlv X Hngr X Wl Hk ✓
Description Day of visit was warm, wraps not needed, could not discover bad condition in existence but possibility is there

28. Health Service: Hosp ✓ Chg of ~~Dr & Nurse~~ Dr reg ✓ On call X 1st Aid ✓ Hospital room in mill, fully equipped Chg of Nurse Med exam X Health rec X
Acc rec ✓ Comp sunrick Nature acc to wm cuts or bruises
Special note Yes, is also village doctor, he knows most people & their ailments, contagious diseases not all owned in mill.

29. Other Welfare:
Village — Rent: 20¢ per rm per week + 5¢ per wk per light (elec) + 10¢ per week for water. Total $1.10 per week for 4 rm. house, all elec. light + plumbing. Company does not own all houses in village of Lanett; these rates apply only to their own houses.
Nurse & doctor constantly calling on employees.
Kindergarten - supervisor + 2 asst. all children in Lanett.
Nursery - nurse + 1 asst. children of employees
Club House - movies ea. night (pay admission); gym; swimming pool, showers, bar around club rms, etc
Playground - swings, teeters, etc. Band stand.
School - H.S. + elementary - accredited - partly supported by state + county. See attached pamphlet. Minors employed in factory attend school ½ time.
Plant nursery - Trees and shrubs planted in yards by company. Cared for by company gardeners.
All points connected with the welfare work explained in the pamphlets attached

(162) 15- (note continued) windows open parallel to the casing, the upper section opens perpendicular (over)

to the casing. The upper sections are fastened to a rod by which 6 sections can be opened at one. Following is an illustration



(E9) 17-7-1 Ala

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Mobile Cotton Mills Address Mobile Ala
Person interviewed A R Cruger
2. Product Cotton Cloth Position Supt.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	123	19	142	Men	91	3	94
Women	74	21	95	Women	58	13	71
Minors	x	x	x				
Total	197	40	237	Total	149	16	165

4. Firm's scheduled hours:
Daily: Begin 6 End 5.45 Lunch period 45 Rest period x Total 11
Saturday:" 6 " 11 " " x " " x " 5
Regular weekly number of days ~~6~~ 5½ Total weekly hours 60

Night
Daily: Begin 6PM End 5AM Lunch period x Rest period x Total 11
Saturday:" x " x " " x " " x " x
Regular weekly number of days 5 Total weekly hours 55

5. Seasonal: x

6. Employment policy:
Employment manager x Centr Method, supt. foreman other ✓ Records x Lab Trnv NR
Each foreman hires his own people

7. Subcontract shop x
Home work process x In plant — Same rates — Var —

BUILDINGS 3
8. Number 2 Mat. brick Entire ✓ Part x
Special roof construction ~~monitor over spinning rm, skylight~~ in weave room.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
2	Inside	X x	Cement	x	✓ ✓	✓ ✓	x	wd	✓	✓	x

10. Exits: Outside no. 8 Open out 2 In 5 Slide 1 Obst x Indr x Ext mrkd x
Well ✓ Firedoor ✓ Where wells & wkrm Spklr ✓ Extg ✓ Bkt ✓ Hose ✓

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent E H Kulmert Date April 11, 1922

7/6/152

Unsolicited collaborators

ROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Cloth Rm	1	Wood	✓	✓	×	✓	[illegible]	Painted ce2	✓	×	ce2	×
Weave Rm	1	Wood	✓	✓	×	✓	[illegible]	ce2	✓	×	ce2	×
Spinning Spooling	2	Wood	✓	✓	×	✓	[illegible]	ce2	✓	×	ce2	×
Carding	1	Wood	✓	✓	×	✓		ce2	✓	×	ce2	×

12a. Arrangement (machines, material, tables) × Walls looked clean

* 13. Clngd: by girls × men × cleaners, wmn ✓ men ✓ other × ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ce2 Freq ce2 : Swept ✓ Wrk Hrs ✓ Freq constantly (1)
See 15 (1) Have 20 sweepers & scrubbers in plant.

14. Heating system: kind Pipes location Overhead

15. Ventilation: App. o.k. ×* Art ✓ Kind Humidifiers Loc near ceiling
compressed air } over machines **
vacuum

16. Special problem: Heat ✓(1) Cold × Dust × Lint ?(2) Humid ✓(1)
Fumes × Other × Description (1) Heat + humidity very noticeable windows not open (2) Lint not noticeable but may be when cleaning

17. Hazard: (workroom) Floor × Placing of Material × Transmission Machinery ✓(1)
Description (1) Overhead shafting

OCCUPATIONS

18. Occ.	Position	A. Windows: Opq	Curt	Glare (rfl)	Ind	B. Artificial Light: Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
Inspectors Yarders	BSF	✓	✓	×	df	df	×	Barn shaped reflectors	×	✓	✓	E	✓	×
Spinners Spoolers		✓	✓	×	×	df	×		×	×	✓	× (2)	–	–
Twisters Creelers		✓	✓	×	×	df	×		×	×	✓	× (2)	–	–
Weavers Battery hands Smash hands Filling racks		✓	WS	×	×	df	×		×	×	✓	× (2)	–	–
Carders Frame hands Drawing Miscellaneous	BFS	✓	×	×	×	df	×		×	×	✓	× (2)	–	–
Planers	BFS	✓	×	×	×	df	×		×	×	✓	× (2)	–	–
Power room	FSB	×	×	× (1)	×	DL	×		× (1)	×	✓	× (2)	–	–

18a. Special note (nat.lgt; art.lgt; seating) (1) Constantly moving about (2) sit on window sills, boxes, etc. or lean against posts.

Mobile Cotton Mills

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓(1) Handling hot, poisonous or corrosive material ✗
Handling tool or object ✗ Other ✓(2) Description (1) @ overhead shafting
(2) Humidity, lint.

20. Strain: Eye ✗ Post ✓(1) Lift ✗ Press ✗ Reach ✗ Speed ✗ Other ____
Description (1) constant standing

21. Uniforms: Required ✗ – Supplied – Laundered by Firm – Freq –

SANITATION

22. Drinking facilities: Loc Washrooms Conv ✓ Bublr ✓ San ✗
Tank ✗ Cooler ✗ Faucet ✗ Other ✗ Cup com – Ind – Kind – Supl Frm –
Description ✗

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	enamel bowl	tet rm	✓	✓	✗	✗	✗(1)	–	–	–	–
1-3	enamel sink	wk rm	✓	✓	✗	✗	✗	–	–	–	–
2-1	enamel sink	wk rm	✓	✓	✗	✗	✗	–	–	–	–

(1) Use odd pieces of cloth

24. Toilets: Kind Plbg Sep ✓ Flush, hnd ✗ Auto. ~~seat~~ ✗ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✗
Description ✗

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
10 wh	1	1	1			✓	✓	✗	✓	✓10	✓½	✓	✗	✗	✓	✓	✓
30 wh	1	3	1			✓	✓	✗	✓	✓D	✓½	✓	✗	✗	✓	✓	✓
34 wh	1	3	2			✓	✓	✗	✓	✓D	✓½	✓	✗	✗	✓	✓	✓
21 col	1	2	1			✓	✓	✗	✓	✓D	✓½	✓	✗	✗	✓	✓	✓

24a. Total number seats ____ Number women per seat ____
Clng: by girls ✗ Men ✗ Jant ✗ Jantrs ✓ Special person ✗ ~~No~~ resp ✓
Swpt reg ✓ Freq Constant Wrk hrs ✓ : Scrub reg ✓ Freq Ice W Wrk hrs ✓
Special note ✗

wh 1	10
" 3	10
" 3	11 1/3
col 2	col 15 1/2
Total wh. 7	10 4/7
" with col 9	10 5/9

Mobile cotton mills

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only X Ckng conv X
Supr X If none, cp home wkrs Description X Very small number bring lunch.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr X If none, cp home Description —

27. Cloakroom ✓ Combined with X Loc off wkrm Conv ✓ Lkr X Shlv ✓
Hngr X Wl Hk ✓ Seats X Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr ✓
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Small room next to toilet rm. off wrkroom Crowded

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid Cabinet
Chg of office Med exam X Health rec X
Acc rec ✓ Comp Own risk Nature acc to wm None for several years Special note

29. Other Welfare: Village - 25¢ per rm. per week; includes elec. lights + water, 3 + 4 rm houses mostly.
Playground for children.
commissary - articles of all kinds at cost.
shower baths for mill employes.
Mill located 1 mile from town. Mill village consists of one long street which is kept very clean.

15. Ventilation
* Humidity very noticeable. Windows not opened at time of visit.
** compressed air and vacuum cleaners; cleaning done each day with thorough cleaning each week.
Following is schedule of cleaning in spinning dept.

1. Wipe stewers once each week.
2. Pick Roller " " "
3. Pick Top slats 3 times each day
4. Brush rails 4 " " " 7 a.m. 10 a.m. 1 P.M. 4 P.M.
5. Clean separator + roller beams once a week
6. Clean steel rolls + stands " " "
7. Clean vases once a week.
8. Clean ring rails " " "
9. " creen board " " "
10. Wipe racks twice each day.

(E 10) 18-4-1

R extra sheet

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Montgomery Cotton Mfg. Co. Address Montgomery Ala.
Person interviewed C. C. Cobb
2. Product Sheetings. Position Supt.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	79	12	91	Men	x	x	x
Women	36	8	44	Women	x	x	x
Minors	2	x	2				
Total	117	20	137	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 6 End 6 Lunch period 60 min Rest period X Total 11
Saturday:" 6 " 11 " " X " " X " 5
Regular weekly number of days 6 5½ Total weekly hours 60

Daily: Begin x End x Lunch period x Rest period x Total x
Saturday:" x " x " " x " " x " x
Regular weekly number of days x Total weekly hours x

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other X Records X Lab Trnv X

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 1
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction skylights over Filling spinning rooms.
2 floors & basement weave room.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	outside	X	✓	X	X	✓	X	✓	X	wood	clean	✓	X
1	inside	X	✓	x	x	✓	✓	x	x	✓	wood	clean	X	worn steps part of finishing.

10. Exits: Outside no. 7 Open out 5 In 1 Slide 1 Obst X Indr 2 Ext mrkd X
Well X Firedoor ✓ Where between pickers room + wh room. Spklr ✓ Extg ✓ Bkt ✓ Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard * Oprt ✓ Empl. Rstrct ✓

Agent H. M. H. Date 4-4-22.

Workrooms.

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	Cln	Frq	C. Ceilings Repair	Low	Cln	Frq	Crdng
Card	1	wood	X	X	splintery	✓	white	brushed	painted yearly	✓	X	brushed	painted yearly	X
warp spin Fill spin	1	wood	X	X	splintery	✓	white	brushed	painted yearly	✓	X	brushed	painted yearly	X
weave room weave room	1 B.	wood	X	X	splintery	✓	white	brushed	painted yearly	✓	X ✓	brushed	painted yearly	X
Spool & warp	2	wood	✓	X	X	✓	white	brushed	painted yearly	✓	X	brushed	painted yearly	X

12a. Arrangement (machines, material, tables) X

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq M. : Swept ✓ Wrk Hrs ✓ Freq cont.

14. Heating system: kind steam location overhead pipes

15. Ventilation: App. o.k. ✓ Art ✓ Kind Balinson system Loc In all rooms but card room

16. Special problem: Heat ① ? Cold X Dust X Lint X Humid X
Fumes X Other X Description ① Basement weave room in summer.

17. Hazard: (workroom) Floor ✓ Placing of Material X Transmission Machinery ② ✓
Description Splintery - see note on 12. ① Overhead shafting not guarded.
gears on looms in weave room not well guarded

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
col. women. Drawing	3 S. mise	X	X	X	X	~~dr~~ dr	X	flat reflectors	X	X	✓	~~X~~	—	—
Speeding	3 S. mise	X	X	X	X	dr	X	flat reflectors	X	X	✓	X	—	—
warp spin	2 sides S.	X	X	X	X	dr	X	flat reflectors	X	X	✓	X	—	—
Fill spin	2 sides S. A.	X	X	X	X	dr	X	flat reflectors	X	X	✓	X	—	—
basement weave.	3 S. mise	X	X	X	X	dr	X	flat reflectors	② ✓	X	✓	X	—	—
1st fl. weave	3 S mise	X	E.S.W	X	X	dr	X	flat reflectors	✓	X	✓	X	—	—
Spool & warp.	4. S. mise	X	X	X	X	dr	X	flat reflectors	X	X	✓	X	—	—

18a. Special note (nat. lgt; art. lgt; seating) ① windows were dirty [illegible]
[illegible] ② ceiling was low

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description ①

20. Strain: Eye X Post ① ? Lift ② ? Press X Reach X Speed X Other X
Description ① standing all day on all jobs ② lifting hoppers in hand work.

21. Uniforms: Required X Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk rooms Conv ✓ Bublr ✓ San X
Tank X Cooler ① ✓ Faucet ② ✓ Other X Cup com X Ind X Kind X Supl Frm X
Description ① used in summer. ② faucet over sink. Bubbler is also over sink used for washing

23. Washing facilities:

	No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
Basement	1	1 faucet black iron sink	✓	✓	✓	X	X	X	—	—	—	—
1st fl.	3	1 faucet - black iron sink	✓	✓	✓	X	X	X	—	—	—	—
2nd fl	1	1 faucet - black iron sink	✓	✓	✓	X	X	X	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd X Auto. ~~seat~~ ✓ Repr ✓ Plb Cl X Pap ✓ Inst X
Description cement floors - drain sloping toward center.

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
36-1	1	5	1	off wk. rm	cem	✓	X	X	✓	✓	✓	✓	X	✓	✓	✓	X
8- col	1	1	1	off wk rm	cem.	✓	X	✓	X	✓	X	✓	X	✓	✓	✓	X

24a. Total number seats 5 Number women per seat 7
Clng: by girls X Men X Jant ✓ Jantrs X Special person X No resp ✓
Swpt reg ✓ Freq ✓ Wrk hrs ✓: Scrub reg ✓ Freq ✓ Wrk hrs ✓
Special note: Supt. requested advice on cleaning of toilets. Col. man had done cleaning. Asked if agent thought putting col. women on & putting some one of women workers in charge of looking to see if it was clean & reporting it would be a good idea. He said "If there is any way we can clean it we want to do so, as the child labor inspectors won't come and haul us up for it".

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, — Description Village adjoins mill, go home

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, hang on walls Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of X Dr reg ✓ On call ✓ 1st Aid ✓
Selig Co. First Aid Cabinet Chg of D N. Med exam X Health rec X
Acc rec X Comp Am. Casualty Co Nature acc. to wm small bruises
Special note X

29. Other Welfare: Mill Village 38 houses $1.00 per room per mo. Running water in all. 15 have toilets, charge $1.25 per mo. per room for those. Have a Club room for men with games etc. Night school classes held here.

I. Mill was taken over by a new company Jan 1. 1922 and the new company is making many changes & improvements and are planning many ~~[illegible]~~ changes. They are planning to make colored chambrays, and are constructing a dye house at present. They are going to tear out their basement weave room and construct an entirely new one story weave shed with monitors.

9. The weave rooms were on two different levels from the rest of the mill. Stairway from spinning room down to basement weave room is on one side of room. Stairway to 1st floor weave room goes up from spinning room ~~from~~ on other side of room. About 8 steps for each part.

10. 2 exits marked indirect must be reached by going thro' other rooms, in which no women are employed.

11. Have one old elevator which is to be scrapped as soon as their new elevator is working properly. New elevator has just been partially completed. Has been running about 3 days. Gates are practically finished but have not yet been put into place.

12. Weave rooms will be changed as soon as building can be ready.
In spooling & warping rooms bad spots in floor have been repaired and other floors & stairs will be done as soon as they can get to them.

15. Babinson system which has fans set vertically and diffuses moisture into room thro' motion of fan.

28. Dr. ~~has~~ comes on call at any time. Has regular hours every day from 8-9 a.m. Workers are taxed 15 cts. per week. but 15 cts will care for ~~all~~ members of family whether there is one or whether there are 8 or 9. Supt. said this arrangement was made by vote of the workers.

E14 30-7-1 Highland Unit. 3 schedules

~~162~~

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Ala

Factory Schedule 1

1. Name of Factory Lamar Cotton Mills Address Talladega Ala
Person interviewed Mrs. J. G. Chapman
2. Product Denims Position Supt.

3. Number employed:

	DAY White	DAY Colored	DAY Total	NIGHT White	NIGHT Colored	NIGHT Total
Men	169	25	194	33	X	33
Women	93	2	95	10	X	10
Minors	1	X	1			
Total	263	27	290	43	X	43

Numbers for all 3 units

4. Firm's scheduled hours:
Daily: Begin 6.00 End 5.00 Lunch period 1 hr Rest period X Total 10
Saturday:" 6.00 " 11.00 " " X " " X " 5
Regular weekly number of days 5½ Total weekly hours 55

Night
Daily: Begin 5.00 End 4.30 Lunch period ½ hr Rest period X Total 11
Saturday:" X " X " " " " " "
Regular weekly number of days 5 Total weekly hours 55

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Foreman Records X Lab Trnv 9, 9
Supt sometimes interviews help but foremen or overseers do most of hiring.

7. Subcontract shop X
Home work process X In plant ___ Same rates ___ Var ___

Highland Unit

BUILDINGS one
* 8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction monitor roof.
one story building.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 3 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr ✓ Extg X Bkt ✓ Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent M. H. Turner Date Mar. 30, 1922

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
spooling							dirty	2 ce yr				
spinning	1	wd	✓	✓	—	✓	white		✓	X	2 ce yr	X
card dept speeders	1	wd	✓	* X	—	✓	dirty white	2 ce yr	✓	X	2 ce yr	X
creelers	1	wd	✓	✓	—	✓	white	2 ce yr	✓	X	2 ce yr	X

12a. Arrangement (machines, material, tables) Carding, drawing, & speeding in one room, spinning & spooling in another room, creeling in another. no crowding in any dept.

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other — no resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 2 ce mo : Swept ✓ Wrk Hrs ✓ Freq 2 ce da

14. Heating system: kind ✓ steam pipes location over head, around sides

15. Ventilation: App. o.k. ? * Art ✓ Kind humidifiers Loc throughout.
Ventilation o.k. except in card room. Air good in spinning & creeling.
Have vacuum card stripper

16. Special problem: Heat X Cold X Dust X Lint ✓ Humid X
Fumes X Other — Description The lint in card room was bad. Speeder operators would be exposed to the lint from the cards all in same room.

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	Position	A. Windows Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
spooling	F.B.													
spinning	A	X	X	X	X	S.D.	X	pan shaped	X	X	✓	none	X	X
speeders	F.B. A	X	X	X	X	S.D.	X	pan shaped	X	X	✓	none	X	X
creelers	B	✓ ½	✓	X	X	S.D.	S.D.	pan shaped	X	X	✓	F	✓	X

18a. Special note (nat.lgt; art.lgt; seating) No seats in spinning, spooling or speeding depts, if girls sat at all, sat on edge of spool boxes or trucks. No glare apparently as lights were too high to affect eyes, and the wind was there on north side mostly and workers were some distance from windows on sunny sides of room.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description X

20. Strain: Eye X Post ✓ Lift X Press X Reach ✓ Speed X Other X
Description Strain of standing for spreaders, spinners + spoolers. Strain of reaching for spoolers, also of bending over so constantly as required by the work of spoolers.

21. Uniforms: Required X X Supplied X Laundered by Firm X Freq —

SANITATION

22. Drinking facilities: Loc wash room Conv X Bublr X San —
Tank X Cooler X Faucet ✓ Other X Cup com X Ind X Kind X Supl Frm X
Description At present time using water from faucet for drinking, have tank in summer, had not started to use it this year.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1 (Toilet room)	enameled long white trough & faucets.	✓	✓	✓	X	X	X	X	X	X	X

24. Toilets: Kind flush Sep ✓ Flush, ~~hand~~ ✓ Auto. ~~seat~~ ✓ Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description Toilet room was good type cement floor steel partitions. Auto flush worked every 15 min. & in good order

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1 (51 white & col. no separate toilet for colored.)	4	1	wh & col	cont	✓	✓	X	✓	✓D	✓	✓	X	X	✓	✓	X*

24a. Total number seats 4 Number women per seat 12 3/4 (wh + col)
Clng: by girls X Men X Jant X Jantrs ✓ Special person X No resp ✓
Swpt reg ✓ Freq 2 ea Wrk hrs ✓: Scrub reg ✓ Freq 1 ea Wrk hrs ✓
Special note * Plumbing & seats were clean, but floor was covered with litter and scraps of paper. Not cracked in dirt but untidy.

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location X Kind X
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr — If none, go home Description —

no need village near.

26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home if ill Description —

27. Cloakroom X Combined with X Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, hang wraps on wall Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of X Dr reg X On call X 1st Aid ✓ Cabinet in each mill. Welfare worker has charge of bad injuries Chg of welfare work Med exam X Health rec X
Acc rec ✓ Comp ✓ Nature acc to wm no special kind
Special note Send serious cases to welfare workers house. If too bad for her care call doctor and have patient taken to hospital. Mill is in town.

29. Other Welfare: see Chinnabee Mill schedule

*8. Three entirely separate buildings. The Highland unit, the Chinnabee spinning building and the Chinnabee Mill. The Chinnabee mill and the Chinnabee spinning unit are about 50 ft apart entirely separate. The Chinnabee mill is new and the spinning unit is old. Impossible to combine on schedule. The Highland or oldest unit is about 4 blocks from the other 2 units the mills are all classed as one Mill The pay rolls are altogether and the workers change back and forth some. The Highland unit contains cards, spinning, spooling creeling & the dye house. The Chinnabee spinning unit just spinning. The Chinnabee mill, weaving, slashing, warping and cloth room. Three units treated separately.

Alabama

Other Manufacturing

13 Schedules

R1 4-11-4 ?

162

no 52

170 52's. no clerks now present was here last year except "head sales lady"

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Munally's Address Birmingham Ala
Person interviewed W. B. Reeves
2. Product Candy (retailed) Position Division Manager

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	5	4	9	Men	X	X	X
Women	4	1	5	Women	X	X	X
Minors	X	X	X				
Total	9	5	14	Total	X	X	X

4. Firm's scheduled hours:

1st shift Daily: Begin 8 End 4 Lunch period 30 min Rest period X Total 8½ 7½
2nd shift ~~Saturday~~:" 4 " 11.30 " " 30 min " " X " 7 ✓
1st shift Regular weekly number of days 7 Total weekly hours 59½ 52½ ✓
2nd shift Regular weekly number of days 7 Total weekly hours 49 ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

2 wht wm. each shift
1 col wm dishwashr

Dishwasher: Daily: Begin 8 End 7 Lunch 30 min Wkly no. of days 7 Total wkly hrs 73½ ✓

5. Seasonal: ✓ Wk before Christmas busiest

6. Employment policy:
Employment manager X Centr Method, supt. foreman other ✓ Records X Lab Trnv N.S.
Division manager hires.

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS

8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction X
3 stories 1. Sales 2. Kitchen; stock. 3rd stock.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	Inside	XX	wood	X	✓	✓ ✓	X	wood	✓	✓	X

10. Exits: Outside no. 2 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct X

Agent Kathleen Jennings Date March 29 1922

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Sales	1	concrete	✓	✓4	X	✓	tan	brush 1ce wk	✓	X	brush 1ce wk	X
Kitchen	2	wood	✓	✓	X	✓	green	n.p.	✓	X	n.p.	X

12a. Arrangement (machines, material, tables) 2 ft behind counter - aisles wide - store very clean & light

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 2 a day : ~~Swept~~ mopped ✓ Wrk Hrs ✓ Freq Continuously

14. Heating system: kind Steam location overhead pipes

15. Ventilation: App. o.k. ✓ Art ✓ Kind Electric fans Loc 1st floor

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
1st fl Sales	1S	X	X	X	X	df	X	opq	X	X	✓	A used by custom	✓	X
2nd fl Dishwasher	1S	X	X	X	X	dr	X	X	✓	X	✓	A	✓	X

18a. Special note (nat.lgt; art.lgt; seating) Concrete floor to stand on — girls out when not busy. Front of store all glass - white ceilings - light

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description standing on concrete floor

21. Uniforms: Required X X Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc 1st Floor 2nd Floor Conv ✓ Bublr X San —
Tank — Cooler ✓ Faucet ✓ Other X Cup com ✓ Ind ✓ Kind glass Supl Frm ✓
Description girls on first floor (1st Fl) drink from (2nd Fl) soda fountain (2nd Fl) cooler (1st Fl). clean glass each time. Dish washer - common glass - from faucet

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2nd Fl. 1	1 porcelain basin	tlt rm. ✓	✓	✓	✓	✓	X	—	—	—	—
*1st Fl. 1	1 metal basin	wrk rm ✓	✓	✓	✓	✓	✓	✓	X	X	daily —
* Back of soda fountain											

24. Toilets: Kind plumbing Sep ✓ (b.p. X col) Flush, hnd ✓ (wht.) Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
2 wht. 1	1	2	off stock rm	wood	✓	X	✓	X	✓	✓	X	✓	X	X	✓	✓
1 col. + 4 col. m. 1	1	2	off kitchen	wood	✓	X	✓	X	✓	✓	X	✓	X	X	✓	✓

24a. Total number seats 1 wh 1 col Number women per seat 2 wh 1 col + 4 col men
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq 1x day Wrk hrs ✓ : Scrub reg ✓ Freq 1x 2 days Wrk hrs ✓
Special note Dishwasher keeps toilets cleaned - No window in either toilet - Clean -

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov.hot food, drnk only — Ckng conv —
Supr — If none, girls eat lunch ~~Description~~ in public lunch room — get all food at cost - or bring own things - use store tables. Store serves fountain drinks & light lunches - as well as selling candy.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom ✓ Combined with X Loc off wrkrm Conv ✓ Lkr ✓ Ind. Shlv ✓ Ind.
Hngr X Wl Hk ✓ Seats X Cln ✓ Lt Nat X Art ✓ Vent ok ✓ Supr X.
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam X Health rec X
Acc rec Insured Comp State board Nature acc to wm None —
Special note —

29. Other Welfare: —

P 80 4-11-5

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Perfection Mattress Address 831-24th St. B'ham
Person interviewed Mr Jackson Jr.

2. Product Mattresses, springs Position Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	10	20	30	Men	x	x	x
Women	3	3	6	Women	x	x	x
Minors	x	x	x				
Total	13	23	36	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 7.30 End 5 Lunch period ½ Rest period x Total 9
Saturday:" 7.30 " 12 " " x " " x " 4½
Regular weekly number of days ~~6~~ 5½ Total weekly hours 49½

Daily: Begin x End x Lunch period x Rest period x Total x
Saturday:" x " x " " x " " x " x
Regular weekly number of days x Total weekly hours x

5. Seasonal: sept Oct - busy months - more calls come in for work,

6. Employment policy:
Employment manager x Centr Method ✓, supt. ✓ foreman other x Records x Lab Trnv N.R.

7. Subcontract shop x
Home work process x In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part x
Special roof construction ventilators

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
2	Inside	x ✓	x	x	✓	✓ ✓	x	wd	✓	✓	x

10. Exits: Outside no. 4 Open out x In 1 Slide 3 Obst x Indr x Ext mrkd x
Well x Firedoor 4 Where Bet. Wkrms Spklr x Extg ✓ (1) Bkt x Hose x
(1) Not in dept. where women work.

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt x Empl. Rstrct ✓

Agent EHK. Date 3/23/22

Perfection mattress Co. Inc.

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	A. Floors: Repair	A. Floors: Cln	A. Floors: Other	B. Walls: Repair	B. Walls: Col	B. Walls: ClnFrq	C. Ceilings: Repair	C. Ceilings: Low	C. Ceilings: ClnFrq	Crdng
Sewing	2	Wood	✓	✓	×	✓	white	np(1)	✓	×	np(1)	×
assembling	2	Wood	✓	✓	×	✓	white	np(1)	✓	×	np(1)	×
sweeping	all over building											
Cook "	2	Wood	✓	✓	×	✓	white	np(1)	✓	×	np(1)	×

12a. Arrangement (machines, material, tables) (1) are "swept down" quite frequently, are repainted when needed. No definite period for either cleaning walls or repainting

13. Clngd: by girls ✗ men ✗ cleaners, wmn ✓ men ✗ other ✗ resp ✓
Scrubbed ✓ Wrk Hrs ✗ Freq Ice W : Swept ✓ Wrk Hrs ✓ Freq Constantly (1)
(1) see 16 note 2

14. Heating system: kind Stove * location Workroom

15. Ventilation: App. o.k. ✓ Art ✓ Kind Vents (1) Loc Roof
(1) In summer have ventilator operated by electricity which pumps fresh air into rm.

16. Special problem: Heat ✗ Cold ✓(1) Dust ✓(2) Lint ✓(2) Humid ✗
Fumes ✗ Other ✗ Description (1) See 14* (2) Dust and lint from certain kinds of material like burlap. Women sweepers*

17. Hazard: (workroom) Floor ✗ Placing of Material ✗ Transmission Machinery ✗
Description No overhead shafting.

OCCUPATIONS

18. Occ.	A. Windows: Position	A. Windows: Opq	A. Windows: Curt	A. Windows: Glare (rfl)	B. Artificial Light: Ind	B. Artificial Light: Ceil	B. Artificial Light: Grp	B. Artificial Light: Shades (kind)	B. Artificial Light: Glare (rfl)	C. Seating: Sit	C. Seating: Std	C. Seating: Kind	C. Seating: No ok	C. Seating: Foot rest
Sewing	B	✓	✓(1)	×	×	Dp Dr	×	gray pan	✓	✓	×	A	✓	×
Sinking	S	✓	✓(1)	×	×	Dp Dr	×	green pan	✓	×	✓	A	✓	×
Cook	BF S	✓	✓	×	×	Dr	×	green pan	×	×	✓	A	✓	×
sweeper	all over building													

18a. Special note (nat.lgt; art.lgt; seating) (1) upper half of window curtained with colored cretonne

Perfection mattress Bitam

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✗ Handling hot, poisonous or corrosive material ✗
Handling tool or object ✗ Other ✓ Description lint + dust sometimes from material such as burlap.

20. Strain: Eye ✗ Post ✗ Lift ✗ Press ✗ Reach ✗ Speed ✗ Other ✗
Description ✗

21. Uniforms: Required ✗ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc Toilet rm Conv ✓ Bublr ✗ San —
Tank ✗ Cooler ✗ (1) Faucet ✓ Other ✗ Cup com ✗ Ind ✓ Kind glass Supl Frm ✗
Description (1) Cooler in summer time.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
(1) 1	2 Enamel sink	off wkrs	✓	✓	✗	✓	✓	✓ (2)	✗	✗	whenever asked for.
(1)	office girls use paper towels off office										
(2)	small individual towels										

24. Toilets: Kind Plbg Sep ✓ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✗
Description Toilet located in washroom + rest room.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
3 wh 2 of col. 1	1	2	off wkrs	Wd	✓	✗	✓	✗	✓	✓	✓	✗	✗	✓	✓	✓
3 col 1	1	2	off wkrs	Wd	✓	✗	✓	✗	✓	✓	✓	✗	✗	✓	✓	✓

24a. Total number seats white (Col 1) 1 Number women per seat wh (Col 3) 5
Clng: by girls ✗ Men ✗ Jant ✗ Jantrs ✓ Special person ✗ ~~No~~ resp ✓
Swpt reg ✓ Freq Constantly Wrk hrs ✓ : Scrub reg ✓ Freq 1 c.w. Wrk hrs ✗
Special note ✗

Perfection mattress, B'ham.

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with ✗ Location off wkrm-2nd floor Kind Dining room.
Equipment Tables & chairs Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, drnk only complete dinner Ckng conv ✗
Supr ✓ If none, ✗ Description Colored men & women have separate places partitioned off from workroom, very pleasant, white dining room immaculately clean.

26. Restroom ✓ Combined with toilet + clkrm Location off wkrm Equip cot, dresser chairs
Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Supr ✗ If none, — Description ✗

27. Cloakroom ✗ Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, have cabinet in rest room Lkr ✗ Shlv ✗ Hngr ✗ Wl Hk ✗
Description ✗

28. Health Service: Hosp ✗ Chg of ✗ Dr reg ✗ On call ✓ 1st Aid Johnson cabinet ✓ Chg of ✗ Med exam ✗ Health rec ✗
Acc rec ✓ Comp our risk Nature acc to wm none in 2½ yrs
Special note

29. Other Welfare:

14* Room in which assembling is done is quite large and stove is very small; Room cold and "clammy" as consequence. Girl assembling was wearing hat + coat at time of visit.

16* (note continued) are exposed to the dust swept up. They have sprinkling cans with which they attempt to settle the dust. Part of the dust is probably due to indirect sweeping on the sweeper's part. The dust was noticed only in the mattress handsewing dept. where no women are employed.

R 11 18-11-2 no 52

No white cards no girls in at time of visit might be in the last of week

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Grisel Bro Co. Address Montgomery Ala
Person interviewed Mr. Mosher
2. Product Wholesale Drugs. Position Bkkpr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	6	5	11	Men	X	X	X
Women	2	X	2	Women	X	X	X
Minors	X	X	X				
Total	8	5	13	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8.00 End 5.30 Lunch period 1 hr Rest period X Total 8½
Saturday:" 8.00 " 2.00 " " 1 hr " " " " 5
Regular weekly number of days 5½ Total weekly hours 47½

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Not steady work for girls at any time sometimes work 5 or 6, sometimes only 2 days none, depends on orders.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other foreman Records X Lab Trnv M. R.

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 1 building.
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction X
Women only on 3rd floor. 3 story building.

9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X/X	X	X	✓/✓	✓/✓	X	wd	X	✓	—

10. Exits: Outside no. 2 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt. — Empl. Rstrct —
Freight: No. 1 Guard X Oprt X Empl. Rstrct X

Agent M. H. J. Date April 5, 1922

Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
packing	B	wd	✓	✗	—	✓	dark wood	n. op.	✓	✗	n. op.	✗

12a. Arrangement (machines, material, tables) * Place disorderly & messy. Supplies not systematically arranged. Girls not crowded, but would be irritating to work in such an untidy place. Everything piled with boxes & supplies.

13. Clngd: by girls ✗ men ✗ cleaners, wmn men ✓ other ✗ no resp ✓
Scrubbed ✗ Wrk Hrs ✗ Freq n. op. : Swept ✓ Wrk Hrs ✓ Freq. daily

14. Heating system: kind ✓ steam rad. location at sides of room along wall.

15. Ventilation: App. o.k. ✓ Art ✗ Kind — Loc —

16. Special problem: Heat ✗ Cold ✗ Dust ✗ Lint ✗ Humid ✗
Fumes ✗ Other ✗ Description Guide stated girls do not handle poisons except boxed or bottled.

17. Hazard: (workroom) Floor ✗ Placing of Material ✗ Transmission Machinery ✗
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
packing	*(1) B	✗	✗	✗	✗	dp dn	✗	✗	*(3) ✓	✓	✓	*(2) B	me ✗	✗

18a. Special note (nat.lgt; art.lgt; seating) *(1) Girls work on all parts of 2nd floor, moving about. Only one girl stays in one place mostly. *(2) One chair was noticed if girls worked in other parts of room they would stand at desks.
*(3) Would be glare from unshaded lights.

ATIONS (cont)

. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —
Girls do not handle poisons.

20. Strain: Eye ✓ Post ✓ Lift ? * Press X Reach X Speed X Other X
Description Possible eye strain from unshaded art. lights.
Possible strain of standing! Might be strain of lifting but agent could not judge as girls were not working day of visit. Some large dresses seen that girls packed.

21. Uniforms: Required . Supplied Laundered by Firm Freq

SANITATION

22. Drinking facilities: Loc work room Conv ✓ Bublr X San —
Tank ✓ Cooler X Faucet ✓ Other — Cup com X Ind X Kind X Supl Frm X
Description Have tank in summer. Drink from faucet other time.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
3rd	use large sink used for work no regular place	✓	X	✓	✓	X	X	X	X	X	—

24. Toilets: Kind flush Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl X Pap ✓ Inst X
Description Toilet dark and in disorder in cor of wk. room separated from wk. rm by a wood & paper partition.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
2 1	1	3	wk rm	wd	✓	X	✓	X	X	X	X	✓	X	X	✓	X

24a. Total number seats 1 Number women per seat 2
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg X Freq N.P. Wrk hrs ✓ : Scrub reg X Freq N.P. Wrk hrs ✓
Special note Toilet was bad. Dark no window. Girls clean. Looked as though had not been cleaned for long time. Litter of dirt over floor. Plumbing old and stained.

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr X If none, go home or eat Description —
in wk. rm.

26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home if ill Description —

27. Cloakroom ✓ Combined with Toilet Loc 3rd fl wk room Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats X Cln X Lt Nat X Art ✓ Vent ok X Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Cloak room was a kind of ante room to toilet. Separated from wk room by paper partitions. Very primitive,

28. Health Service: Hosp X Chg of X Dr reg X On call X 1st Aid 1st aid
medicines carried in stock. Chg of Dr. X Med exam X Health rec X
Acc rec X Comp X Nature acc to wm none
Special note The firm deals in medicines. Registered pharmacist in charge of packing
looks after 1st aid.

29. Other Welfare: X

R 90. 4-11-2

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Birmingham Casket Co Address 28th Ave & 27th St Birmingham
Person interviewed
2. Product Caskets & robes Position Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	24	7	31	Men	X	X	X
Women	14	8	14	Women	X	X	X
Minors	0	0	0				
Total	38	7	45	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 4.30 Lunch period 30 min Rest period X Total 8½
Saturday:" 7.30 " 1 " " X " " X " 5½
Regular weekly number of days 5½ Total weekly hours 48

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other mgr Records X Lab Trnv X R

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction X

9. Stairways: 1 - 2 stairs

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X ✓	X	X	X ✓	✓ ✓	X	wd	X dirty	X	X

10. Exits: Outside no. 6 Open out X In 1 Slide 5 Obst X Indr ✓* Ext mrkd X
Well X Firedoor X Where — Spklr ✓ Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. 0 Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard X Oprt ✓ Empl. Rstrct X
Trap door in floor. no inclosure of shaft

Agent Bersham Date Feb. 27, 1922

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Rake	2	wd	✓	✓	X	✓	wh	* N.P.	✓	X	* N.P.	X
Cloth	2	wd	✓	✓	X	✓	wh	NP	✓	X	NP.	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls ✓ one wk room * men X cleaners, wmn X men ✓ one wk. room other X ~~no~~ resp X
Scrubbed X Wrk Hrs — Freq — : Swept ✓ Wrk Hrs ✓ Freq d. see note at end

14. Heating system: kind long pipes location along walls

15. Ventilation: App. o.k. ✓ Art X Kind — Loc —

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
2 Cut	S	X	✓	X	X	DP DR	X	none	✓	X	✓	I	2	X
Mch. Sew	misc	X	✓	X	X	DP DR	X	none	✓	✓	X	I	✓	X
10 Hand same women		X	✓	X	X	DP DR	X	none	✓	X	✓	I	10	X

18a. Special note (nat.lgt; art.lgt; seating) glare from unshaded drop lights. Women make rolls on belt, most of work is such sewing but part is adjusting of rolls on a form, hand work & standing

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye ✓ Post ✓ Lift X Press X Reach ✓ Speed X Other X
Description eye – [illegible], glare

21. Uniforms: Required X | X Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk room Conv ✓ Bublr ✓ San X
Tank X Cooler ✓ Faucet X Other X Cup com X Ind X Kind X Supl Frm X
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2	2 porcelain	wk rm	✓	✓	X	✓	✓	✓	X	X	1 per wk

24. Toilets: Kind plumb Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
1	1	2	off stair	wd	X	X	✓	X	✓	X	✓	X	✓	✓	✓	✓

14 women

24a. Total number seats 1 Number women per seat 14
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 10 Wrk hrs X: Scrub reg ✓ Freq wk Wrk hrs X
Special note —

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food X drnk only X Ckng conv etc. plate in toilet
Supr — If none, wk room Description —

26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no provision Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, part in a store room Lkr X Shlv X Hngr X Wl Hk ✓
~~Description~~ part in toilet

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam X Health rec X
Acc rec X ✓ Comp ✓ Nature acc to wm none
Special note —

29. Other Welfare: 0

* 13 - Women in Rope Dept. stop work 15 min early & sprinkle and sweep. Cloth dept - Porter cleans.

* 12. Clean freq. - Stated walls painted 5 yrs ago, not since. No regular policy.

* 10 Indirect. All women on second floor. All had to go thru storage rooms to reach their respective work rooms.

Alabama

Laundries

19 Schedules

Acme Laundry
B'ham

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R

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

B'ham Ala

1. Name of Factory Acme Laundry Address 430 S-19th St.
Person interviewed Chas. R. Dill
2. Product Laundry Position Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total	NIGHT White	NIGHT Colored	NIGHT Total
Men	17	32	89	X	X	X
Women	12	69	81	X	X	X
Minors	—	—	—			
Total	19	101	120	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 5.30 Lunch period 30 m. Rest period X Total 9 1/2
Saturday:" 7.30 " 10-2-4 p.m. " 30 min " " X " 5
Regular weekly number of days 6 Total weekly hours 55 1/2
Men a.m. some come in at 7. and they go home earlier. those who come in later go home later
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other heads of dept Records X Lab Trnv X

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 1
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction Monitors - Vents.
Two floors.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	Inside	X ✓	✓	X	✓ ✓	✓ ✓	X	Iron	✓	✓	X

10. Exits: Outside no. 4 Open out 4 In X Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 2 Guard 1✓ 1X Oprt ✓ Empl. Rstrct ✓
on first floor no print gates to one elevator

Agent H M Hawkins Date 1/28/22
Edna Kolmar

Acme Laundry
D'ham

Factory Schedule 2

ROOMS

11. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
hand ironers collars, sorters	2	concrete	✓	✓	X	✓	grey	brushed weekly	✓	X	brushed weekly	X
Rough dry marks small mangles starchers	1	concrete	✓	✓	X	✓	grey	brushed weekly	✓	X	brushed weekly	X
Mangles Dry cleaning	1	concrete	✓	✓	X	✓	grey	brushed weekly	✓	X	brushed weekly	X
washers	2	concrete	✓	✓	wet	✓	grey	brushed weekly	✓	X	brushed weekly	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other X resp ✓
Scrubbed ✓ Wrk Hrs X Freq 1 W : Swept ✓ Wrk Hrs X Freq D

14. Heating system: kind X location —

15. Ventilation: App. o.k. ? Art ✓ Kind automatic vents in Loc monitors in roof on 2nd fl.

16. Special problem: Heat ✓ (2) Cold ✓ (2) Dust X Lint X Humid ✓ (1)
Fumes X Other X Description (1) on first floor no artificial ventilation over mangles
(2) mangles + washroom on one side, hot on that side - cold on other side

17. Hazard: (workroom) Floor ? Placing of Material X Transmission Machinery ?
Description wet floor only in washer dept, shafting unguarded. no women employed in washer dept, not supposed to go in

OCCUPATIONS

18. Occ.	(1) A. Windows Position	Opq (2)	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl) (3)	C. Seating Sit	Std	Kind	No ok	Foot rest
Hand ironers	S	✓ ½	X	X	Dr	Dp Dr	X	X	✓	X	✓	X	-	-
Machine ironers	F, S,	✓ ½	X	X	X	Dp Dr	X	X	✓	X	✓	X	-	-
Markers & sorters	Mse	✓ ½	X	X	X	Dp Dr	X	X	✓	X	✓	X	-	-
Extractors	S	✓ ½	X	X	X	Dp Dr	X	X	✓	X	✓	X	-	-
Flat work mangles	Mse	✓ ½	X	X	X	Dp Dr	X	X	✓	✓ (4)	✓	A	oc	X

18a. Special note (nat.lgt; art.lgt; seating) (1) windows modern. (2) windows opaque in upper part. Lower part is clear (3) no shades on lights.
(4) girls on receiving side of small mangles sit at the work. At larger mangles they stand

Acme Foundry
B'ham

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ Handling hot, poisonous or corrosive material ✓
Handling tool or object X Other ____ Description Belts not guarded; girls receive burns from irons etc.

20. Strain: Eye (1) ? Post (2) ? Lift X Press (3) ? Reach X Speed X Other X
Description (1) belts not guarded; (3) use foot power presses (2) standing all day on cement floor

21. Uniforms: Required X Supplied ___ Laundered by Firm ___ Freq ___

SANITATION

22. Drinking facilities: Loc (col) wash room off toilet room (white women in toilet room) Conv ✓ Bublr X San X
Tank X Cooler X Faucet ✓ Other X Cup com ✓ Ind X Kind Crescent Supl Frm X
Description (1) faucet supplied water for washing facilities
upper check refers to drinking facilities for white women.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
col. 2	1 porcelain basin	off wash room	X	✓	X	X	X	X	X	X	X
col. 1	1 porcelain basin	clerk room	X	✓	X	X	X	X	X	X	X
white 1	1 porcelain basin	off. office	X	✓	X	✓	✓	X	X	✓	daily

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
40 col.	1	2	2	wk rm	cement	✓	✓	✓	X	X	✓	✓	✓	✓	✓	✓	X
20 col.	1	2	1	wk room	"	✓	✓	✓	X	X	X	X	✓	X	X	✓	X
12 white 6 office girls	1	1	1	off. office	"	✓	✓	✓	X	✓	✓	X	X	✓	X	✓	X
												Col.	38				

24a. Total number seats 4 col. 1 white Number women per seat 18.
Clng: by girls X Men X Jant X Jantrs ✓ Special person X No resp ✓
Swpt reg ✓ Freq d Wrk hrs X : Scrub reg ✓ Freq d Wrk hrs X
Special note —

Acme Laundry
B'hamf

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov.hot food, drnk only — Ckng conv —
Supr — If none, — Description Had had a lunch room but employees did not use it, so it was given up.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom 1 Combined with toilet room Loc 1st floor Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ Cln X Lt Nat X Art ✓ Vent ok X Supr X
If none, X Lkr X Shlv X Hngr X Wl Hk ✓
Description A cloakroom on first floor had a toilet seat in it, women did not use as cloakroom, but hung coats & hats on wall of washroom.

28. Health Service: Hosp X Chg of — Dr reg — On call ✓ 1st Aid X
Chg of — Med exam — Health rec —
Acc rec — Comp ✓ Nature acc to wm Burns
Special note —

29. Other Welfare: X

C 2 4-14-2

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Birmingham Ala.

1. Name of Factory American Laundry Co. Address 1720-22-2nd Ave.
Person interviewed Mrs. B. L. Westbrook
2. Product Laundry Position Sec & Treas.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	7	7	14	Men	x	x	x
Women	11	45	56	Women	x	x	x
Minors	x	x	x				
Total	18	52	70	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.00 End 4.00 Lunch period 30 min Rest period x Total 8½
Saturday:" 7.00 " 2.00 " " 30 min " " x " 6½
Regular weekly number of days 6 Total weekly hours 47

Monday 9.00 and 4.00 lunch period 30 min total 6½
Daily: Begin x End x Lunch period x Rest period x Total x
Saturday:" x " x " " x " " x " x
Regular weekly number of days x Total weekly hours x

5. Seasonal: May, June, July, Aug & Sept, Oct & Nov, Dept of year. Slack. Business during to the general run of business.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other dec. Records X Lab Trnv N.R.

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS one
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction X
Three story building

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr: o.k	Other
* 1	inside	X X	X	X	X X	✓ ✓	X	wd	✓	* X	—
1	inside 2nd to 3rd floor	X X	X	X	X X	✓ ✓	X	wd	✓	✓	—

* see note on #9.

10. Exits: Outside no. 3 Open out X In ✓ Slide X Obst X Indr ✓ Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt X Empl. Rstrct ✓

Agent M. H. Turner Date Feb 28, 1922

Am. Laundry Co. B'ham

Factory Schedule 2

ROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
mangle + flatwork room	1	wood	✓	✓	—	✓	dirty white	No Plan	✓	X	No Plan	X
hand ironing presses starching + sprinkling	2	wood	X	✓	uneven	✓	dirty white	n.p. " "	✓	X	n.p.	X
sorting presses marking	3	wood	X	✓	uneven " "	✓	Dirty white	n.p. " "	✓	X	n.p.	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men ✓ cleaners, wmn X men X other — no resp ✓
Scrubbed ✓ Wrk Hrs X Freq Twice weekly: Swept ✓ Wrk Hrs ✓ Freq da

14. Heating system: kind X industry location —
* see note at end.

15. Ventilation: App. o.k. X Art ✓ Kind exhausts Loc in rear wall 1st 2nd & 3rd flr.

16. Special problem: Heat ✓ Cold X Dust X Lint X Humid X
Fumes X Other X Description Almost unbearably hot on 2nd floor. Agent took pay roll in work room and heat was very bad.

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

*18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	B. Artificial Light: Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
mangle + flatwork room	S B	X	X	X	X	dir dif	X	none	* ✓	X	✓	none	X	X
presses starchers hand ironers	S	X	X	X	* X	dir dif	X	none	✓	X	✓	none	X	X
menders	F	X	X	✓	X	dir dif	X	none	✓	✓	X	B	✓	X
sorting presses marking	F + S	X	S	X	X	dir dif	X	none	✓	X	✓	none	X	X

18a. Special note (nat.lgt; art.lgt; seating) * hand ironers had individual lights. Would be glare all over the plant from unshaded lights.
* Natural light very inadequate. rooms long from front to back and windows only in front end of each floor.

Am. Laundry Co. B'ham

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓? Handling hot, poisonous or corrosive material X
Handling tool or object X Other — Description
Handles hot dryer roll and ribbon feed. Might be considered a possible hazard.

20. Strain: Eye ✓ Post X Lift X Press ✓ Reach X Speed X Other —
Description Eye strain from unshaded lights. Possible strain from running presses. Though sugg said girls were limited to 2 presses each

21. Uniforms: Required ~~X~~ / ~~X~~ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk in rooms Conv ✓ Bublr X San —
Tank ✓ Cooler ✓ Faucet ✓ Other — Cup com X Ind ✓ Kind mesh Supl Frm X
Description Get water from faucet in winter, from cooler in summer. Have own cups no special kind

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2 mdfl 1	2 faucets, iron sinks	✓	✓	✓	✓	X	X	X	X	X	—

24. Toilets: Kind plumb Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
45 col 1	1	2	wkrm	wd	X	X	✓	X	X	✓	X	✓	X	X	X	X
11 white 1	1	3	dkrm	wd	✓	X	✓	X	X	✓	X	✓	X	X	✓	X

24a. Total number seats Col 1 wk 1 Number women per seat Col 45 wk - 11
Clng: by girls X Men X Jant ✓ Jantrs X Special person — No resp ✓
Swpt reg ✓ Freq da Wrk hrs X : Scrub reg ✓ Freq twice wkly Wrk hrs X
Special note —
* White girls toilet was inside of dressing room. Colored toilet opened out of wash room like a cupboard.

Am. Laundry Co - B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only X Ckng conv ✓ may make coffee on heaters
Supr — If none, eat in wk room Description —

26. Restroom X Combined with X Location X Equip —
Cln — Lt Nat — Art — Vent ok —.
Supr — If none, — Description —

Colored

27. Cloakroom X Combined with X Loc 2nd fl Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ Cln X Lt Nat X Art ✓ Vent ok X Supr X
See attached sheet for what dk from
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Cloak room was only a part of wk room separated from wk rm by a curtain only.

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid ✓
Johnsons first aid cabinet Chg of mgr Med exam X Health rec ✓
Acc rec * ✓ Comp ✓ Emp Liability Nature acc to wm business mostly.
Special note —

29. Other Welfare: Mgr seemed to look out for girls welfare no girl was allowed to work over two shirt presses nor more than 1 press when ironing overalls.

15 * Second floor was very warm. Exhausts were installed in rear wall of 1st, 2nd & 3rd floor but rooms were very long and rather narrow and exhausts did not seem to help much. Agent took pay roll figures in 2nd floor work room toward front and it was very, almost unbearably warm.

No hood over mangle on 1st floor.

9 * Two stairways lead from 3rd to 2nd floor. One stair lead from 2nd to first floor at opposite end from stairs from 3rd to 2nd floor. Persons would have to traverse the length of 2nd floor work room to reach stairs leading to 1st floor, if passing through building from 3rd to 1st floor

(162)

American Laundry Co. Birmingham

SERVICE AND WELFARE

25. Lunchroom_____ Combined with_____ Location_____ Kind_____
Equipment_____ Cln___ Lt Nat___ Art___ Vent ok___
Prov.hot food, drnk only_____ Ckng conv_____
Supr_____ If none,_____ Description_____

26. Restroom_____ Combined with_____ Location_____ Equip_____
_____ Cln___ Lt Nat___ Art___ Vent ok___
Supr_____ If none,_____ Description_____

27. Cloakroom ✓ Combined with ✗ Loc 3rd fl Conv ✓ Lkr ✗ Shlv ✓
White-clkrm Hngr ✓ Wl Hk ✓ Seats ✓ Cln ✗ Lt Nat ✓ Art ✓ Vent ok ✓ Supr ✗
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Room very disorderly. Not exactly dirty but untidy

28. Health Service: Hosp___ Chg of_____ Dr reg___ On call___ 1st Aid_____
_____ Chg of_____ Med exam___ Health rec___
Acc rec_____ Comp_____ Nature acc to wm_____
_____ Special note_____

29. Other Welfare:

3-14-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Anniston Steam Laundry Address Anniston Ala.
Person interviewed Mr. Rose
2. Product Laundry Position

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	4	4	8	Men	x	x	x
Women	3	13	16	Women	x	x	x
Minors	x	x	x				
Total	7	17	24	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 7½-7¾ End 5 Lunch period 1 Rest period x Total 8½-8¾
Saturday:" 7½-7¾ " 2:30-4 " " 1 " " x " 7-7¾ *
Regular weekly number of days 6 Total weekly hours 49½-51½
(1) women may take shorter time if they wish to get off earlier in afternoon
Daily: Begin x End x Lunch period x Rest period x Total x
Saturday:" x " x " " x " " x " x
Regular weekly number of days x Total weekly hours x

5. Seasonal: Dry cleaning - spring + fall busy
Laundry - summer busy

6. Employment policy:
Employment manager x Centr Method, supt. foreman other ✓ Records x Lab Trnv DR

7. Subcontract shop x
Home work process x In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part x
Special roof construction Sawtooth, monitor & lanes

9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k.	Other
1	Inside	x	x	x	x	✓ x	✓	✓	Wd	✓	✓ x

10. Exits: Outside no. 5 Open out x In 2 Slide 3 Obst x Indr x Ext mrkd x
Well x Firedoor x Where — Spklr x Extg x Bkt x Hose ✓

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard x Oprt ✓ Empl. Rstrct ✓

Agent E. H. K. Date 3/11/22

Ammonia steam dry

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Sorting + Dyed.	1st	Wd	✓	✓	×	✓	Gray (3)	NP	✓	×	NP	×
Mangle	1st	Cement (1)	✓	✓	×	✓	Gray	NP	✓	×	NP	×
Hand ironing	2nd	Wood	? (2)	✓	×	✓	Gray	NP	✓	×	NP	×
Presses	2	Wd	? (2)	✓	×	✓	Gray	NP	✓	×	NP	×

(1) Cures stand on wood platform at leading side of mangle (2) Floors ~~[illegible]~~ old & worn, in some places there were holes which had not been repaired (3) Walls looked dirty

X 12a. Arrangement (machines, material, tables) X

13. Clngd: by girls ✓ men ✓ cleaners, wmn × men × other × ~~no~~ resp ✓

X Scrubbed ✓ Wrk Hrs × Freq Morning (1): Swept ✓ Wrk Hrs ✓ Freq Ceil

(1) scrubbed warm water method. Can't be scrubbed often because water goes thru ceiling

14. Heating system: kind X (1) location —

(1) Heat supplied by industry, stoves were in evidence but not used.

15. Ventilation: App. o.k. ✓ Art ✓ Kind Vents, ventilators Loc Roof - 2nd floor

(1) arrangement for dry cleaning equipment

X 16. Special problem: Heat ✓ (1) Cold × Dust × Lint × Humid ✓

Fumes ? (2) Other × Description (1) no heat deflectors over mangles

(2) may exist in dry cleaning room on hot day

X 17. Hazard: (workroom) Floor ✓ (1) Placing of Material ✓ (1) Transmission Machinery ✓ (2)

Description (1) bundles of clothes lying about, holes in floor

(2) No guards on belts & gears

OCCUPATIONS

18. Occ.	Position	A. Windows: Opq	Curt	Glare (rfl)	B. Artificial Light (3): Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
Dry cleaning	S	×	×	? ✓ (1)	×	Dr	×	×	✓	×	✓	×	×	—
Mangle	S E	×	×	? ✓	×	Dr	×	×	✓	×	✓	I	Occ	×
Hand ironing	F S	×	×	? ✓	×	Dr	×	×	✓	×	✓	× (2)	×	—
Presses	F SA	×	×	? ✓	×	Dr	×	×	✓	×	✓	× (2)	—	—
Sorter	Nurse	×	×	? ✓	×	Dr	×	×	✓	×	✓	× (2)	—	—
Bundler	F SA	×	×	? ✓	×	Dr	×	×	✓	×	✓	× (2)	—	—

18a. Special note (nat.lgt; art.lgt; seating) (1) glare problem but not noticed on day of visit - poor light (2) seats - many girls returned baskets, forgets when not with King (3) Probably not sufficient on dark day. Many fixtures without bulbs

Amister Steam Laundry

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ (1) Handling hot, poisonous or corrosive material ✗
Handling tool or object ✗ (2) Other ✓ (3) Description (1) No guards on machines. (2) Many receive burns from presses and cold from machines. (3) Sudden change in temperature in either entering or leaving laundry.

20. Strain: Eye ✗ Post ✗ Lift ✗ Press ✓ Reach ✗ Speed ✗ Other ✓ (1)
Description (1) Shaking of sheets & mangles.

21. Uniforms: Required ✗ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc Washroom Conv ✓ Bublr ✗ San —
Tank ✗ Cooler ✗ Faucet ✓ Other ✗ Cup com ✓ Ind ✗ Kind tin Supl Frm ✗
Description —

23. Washing facilities: ✗

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2nd 1	4 Grantites (1)	✓	✓	✓	✓	✓	✗	—	—	—	—

(1) The tubs were the ordinary laundry tubs installed by plumbers and having drains.

24. Toilets: Kind Plb Sep ✓ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✗ (1) Pap ✗ Inst ✗
Description (1) Very dirty & uncared-for looking.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Nat Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
12 col 3 wh 1	1	2	Wkm	Wd	✗	✗	✓	✗	✗	✓	✗	✓	✗	✗ (1)	✗	✗

note (1) Natural light as much as gets in over the partitions.

24a. Total number seats 1 Number women per seat 15 (12 col 3 wh)
Clng: by girls ✓ Men ✗ Jant ✗ Jantrs ✗ Special person ✗ No resp ✗
Swpt reg ✗ (1) Freq — Wrk hrs — : Scrub reg ✗ Freq — Wrk hrs —
Special note (1) Cleaned when necessary. Very dirty. Paper scattered about.

amniten stm
Lday

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov.hot food, drnk only — Ckng conv —
Supr — If none, Wkroom or [illegible] Description X

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home Description —

X 27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, Wkroom Lkr X Shlv X Hngr X Wl Hk ✓
Description Wraps hung up in each dep't along wall

28. Health Service: Hosp X Chg of — Dr reg — On call — 1st Aid —
Chg of — Med exam X Health rec X
Acc rec X Comp Gunnisk Nature acc to wm Burns
Special note —

29. Other Welfare:

15. Vault. - Dry cleaning rm. located on 1st floor, directly under room in which sorting is done; there is a large opening in the ceiling of the dry cl. rm. thru which the heat + fumes are supposed to go in order to get out thru the monitor in the roof. Neither the dry cleaning rm nor the sorting rm had marked odors or fumes or heat on the day of the visit.

C 4 18-14-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Capital City Lndry Address Montgomery Ala
Person interviewed Mrs. Roy
2. Product Laundry Position Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	5	7	Men	x	x	x
Women	1	38	39	Women	x	x	x
Minors	x	x	x				
Total	3	43	46	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 8 End 5.30 Lunch period 45 Rest period x Total 8 3/4
Saturday:" 8 " 5.30 " " 45 " " x " 8 3/4
Regular weekly number of days 6 Total weekly hours 52 1/2

Daily: Begin x End x Lunch period x Rest period x Total x
Saturday:" x " x " " x " " x " x
Regular weekly number of days x Total weekly hours x

5. Seasonal: X. Hotel and restaurant work handled formerly part. This work fluctuates very little.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other x Records x Lab Trnv n R

7. Subcontract shop X
Home work process x In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part x
Special roof construction 2 small skylights over washdept and one over hand ironers

9. Stairways: (1)

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	Inside	x ✓	x	x	✓ ✓	✓ ✓	x	wd	✓	✓	x

(1) Stairway used only to go to dressing & lunchrooms on second floor

10. Exits: Outside no. 2 Open out / In / Slide x Obst x Indr x Ext mrkd x
Well x Firedoor x Where — Spklr x Extg ✓ Bkt ✓ Hose ✓

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. x Guard — Oprt — Empl. Rstrct —

Agent E H Lehment Date April 5, 1922

Capital City Laundry
Mont —

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
checking & marking	/	Concrete with wood platforms	✓	✓	✗	✓	E	np(1)	✓	✗	np(1)	✗
Flatwork	/	Wood	✓	✓	✗	✓	E	np(1)	✓	✗	np(1)	✗
Mangle	/	Wood	✓	✓	✗	✓	P	np(1)	✓	✗	np(1)	✗
Miscellaneous	/	Wood	✓	✓	✗	✓		np(1)	✓	✗	np(1)	✗

12a. Arrangement (machines, material, tables) ✗ (1) cleaned & repainted whenever necessary, also once every year or two. Very clean now, are painting & are in good condition

13. Clngd: by girls ✗ men ✗ cleaners, wmn ✓ men ✗ other ✗ ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✗ Freq ce W : Swept ✓ Wrk Hrs ✓ Freq Constantly

14. Heating system: kind ✗ (1) location —
(1) Heat supplied by industry

15. Ventilation: App. o.k. ✗ (1) Art ✓ Kind Exhaust fans Loc 5 in walls 1 in ceiling
(1) Heat very bad, no heat collectors over machines. Washing etc done in same room

16. Special problem: Heat ✓ (1) Cold ✗ Dust ✗ Lint ✗ Humid ✓ (1)
Fumes ✗ Other ✗ Description Heat & humidity very bad, see note on 15. also remarks at end of schedule.

17. Hazard: (workroom) Floor ✗ Placing of Material ✗ Transmission Machinery ✗ (1)
Description (1) Overhead shafting guarded about 5½ feet up from floor, making it reasonably safe.

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	B. Artificial Light: Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind (2)	No ok	Foot rest
checking & marking	FS	✗	✗	✓ (1)	✗	Dr	✗	✗	✗	✗	✓	✗ (2)	—	—
Flatwork	FB	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✗	✓	✗	—	—
Shakers	FB	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✗	✓	✗	—	—
Hand ironers	FBA	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✗	✓	✗	—	—
Folder	FB	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✗	✓	✗	—	—
Collarmch.	FB	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✗	✓	✗	—	—
Repair	FB	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✓	✓	A	2	—
Misc	FB	✗	✗	✗ (3)	✗	Dr	✗	✗	✗	✗	✓	✗	—	—

18a. Special note (nat.lgt; art.lgt; seating) (1) Eyes are results from facing light.
(2) Women sit around on tables when not working.
(3) Windows small and higher than eye level. Lighting not adequate.

capital city laundry
mark

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✗ Handling hot, poisonous or corrosive material ✗
Handling tool or object ✗ Other ✓ (2) Description (1) Women get burned on hot irons (2) On cold days the outdoor change of temperature resulting from either entering or leaving the building would cause a shock which could result in pneumonia.

20. Strain: Eye ✗ Post ✓ (1) Lift ✓ (1) Press ✓ Reach ✗ Speed ✗ Other ✗
Description (1) shaking out of clothes

21. Uniforms: Required ✗ — Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc Workroom Conv ✓ Bublr ✗ San —
Tank ✗ Cooler ✓ (1) Faucet ✓ Other ✗ Cup com ✗ Ind ✓ Kind ~~metal~~ Supl Frm ✗
Description (1) Cooler in summer time

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1 (1)	1 enamel basin	tet rm	✓	✓	✗	✗	✗	—	—	—	—

(1) For white girls only. Colored women wash over tubs in laundry.

24. Toilets: Kind Pllg Sep ✓ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✗
Description ✗

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
38 col.	1	1	1	off wkrm	Wd	✗	✗	✓ (1)	✗ (1)	✓ (2)	✓	✗	✓ (3)	✗	✓	✓	✓
1 wh. 2 " of c.	1	1	2	wash rm.	Wd	✓	✗	✓	✗	✓	✗	✓	✗	✗	✓	✓	✓

24a. Total number seats Col 1 white 1 Number women per seat Col 38 white 3
Clng: by girls ✗ Men ✗ Jant ✗ Jantrs ✓ Special person ✗ ~~No~~ resp ✓
Swpt reg ✓ Freq D Wrk hrs ✓: Scrub reg ✓ Freq ce W Wrk hrs ✓
Special note (1) There is a row of 4 little cubbyholes extending into the workroom; in each there is one seat, one is for the colored women, and the others are for the women white & colored. Each enclosure is a unit. (2) The walls do not extend to the ceiling of the room but have a separate ceiling of their own this. (3) There are 2 diamond shaped openings in the back wall of each enclosure opening into workroom.

FFFFF

capital City Sh
ment

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with × Location 2nd floor Kind ×
Equipment Table, chairs Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, drnk only × Ckng conv ×
Supr × If none, — Description Very unattractive
long tables & chairs scattered about.

26. Restroom × Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home Description ×

27. Cloakroom × Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, ~~hang~~ wraps over banister Lkr — Shlv — Hngr — Wl Hk —
Description of stairs leading to second floor.

28. Health Service: Hosp × Chg of — Dr reg — On call — 1st Aid Cabinet ✓
Chg of Supt ✓ Med exam × Health rec ×
Acc rec ✓ Comp 9 no risk Nature acc to wm none for
several years Special note ×

29. Other Welfare:

Remarks.

1. Have built modern laundry containing all kinds of new machines and heat deflectors. Will move in 90 days. In this new laundry there will be 1 toilet for every 10 employees and washing facilities for colored women. Only 1 floor in new building. Regretted present inspection because policy + ideals of firm not represented in this building.

2. Stated that reason for low wages to colored help was their inefficiency. In San Francisco, according to laundrymen's assoc. report, wage was about 9.50 + production per capita 38¢. In this laundry wage about 5.50 + per capita production 18¢.

C 5 26-14-1 No 52 -

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Keeps wages on slip of paper. & after a month or so records on account book under labor & destroys slip. therefore no back payroll & no 52 a. possible

1. Name of Factory Central City Laundry Address Selma Ala.
Person interviewed NR
2. Product Ldry Position Owner

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	5	X	5	Men	X	X	X
Women	X	4	4	Women	X	X	X
Minors	X	X	X				
Total	5	4	9	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 5.30 Lunch period 30 min Rest period X Total 10
Saturday:" 7 " 3 " " 30 min " " X " 7½
Regular weekly number of days 6 Total weekly hours 57½

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X "Bigger bundles in summer"

6. Employment policy:
Employment manager X Centr Method, supt. foreman other ✓ Records X Lab Trnv NS
mgr -

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction 4 skylights
1 story
9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 3 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt ✓ Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent Kathleen Jennison Date April 5. 1922

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Finishing	1.	Concrete	✓	✓	X	✓	gry	n/p	✓	X	n/p.	X

12a. Arrangement (machines, material, tables) Walls & ceiling dark - ceiling beamed. Wood is recently - Has plans for complete white walls & ceilings - but city ~~wants~~ limit it may condemn property for public building

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 1x wk : Swept ✓ Wrk Hrs ✓ Freq 2x day

14. Heating system X kind machinery - location thru out wrk rm

15. Ventilation: App. o.k. ✓ Art ✓ Kind 12 exhaust fan 3 elec. fans - 4 ventilators - Loc wall ceiling - Loc ceiling near skylight - 7 rmf of store opens entirely

16. Special problem: Heat ✓ Cold X Dust X Lint X Humid ?
Fumes X Other X Description "Summer heat - bad -" (no figures)

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description Trans. mch - covered by wooden slat guard - recently by order of accident insurance inspector - No set screws exposed

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	B. Artificial Light: Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
General Mch. Machinists Flat work Press oper hand iron Stemless	A	X	X	X	X	dr	X	X	✓	X	✓	7	Dc	—

18a. Special note (nat. lgt; art. lgt; seating) artificial light not needed except on very dark days - Natural light good - art. glare -

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material ✓
Handling tool or object ✓ Other X Description machine: Automatic steb on flat work machine - never had any accidents - Presses - known -

20. Strain: Eye X Post X Lift X Press 2 Reach X Speed X Other X
Description handles on press - Balanced by weights - up & down - pulls it off balance with handle - puts in clutch with foot -

21. Uniforms: Required X X Supplied - Laundered by Firm - Freq -

SANITATION

22. Drinking facilities: Loc workroom Conv ✓ Bublr X San X
Tank X Cooler X Faucet ✓ Other X Cup com ✓ Ind X Kind glass Supl Frm girls -
Description fed by artesian well -

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
* X	—	—	—	—	—	—	—	—	—	—	—
Floor 1 * 1	Iron sink where hand washing is done	✓	✓	✓	✓	✓	X	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
ed 4.	1	1	1	back of wkrm	wood	✓	X	✓	X	✓	✓	✓	X	X	✓	X	✓

24a. Total number seats 1 Number women per seat 4
Clng: by girls X Men X Jant ✓ Jantrs X Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 1a day Wrk hrs ✓ : Scrub reg ✓ Freq 1a wk Wrk hrs ✓
Special note Toilet very clean -

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, Eat lunch ~~Description~~ in workrm or out at side of building -

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, workroom Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid ✓
Chg of mgr Med exam X Health rec X
Acc rec ✓ for Ins. Co. Comp State Board Nature acc to wm 2 burns past year - both slight / Special note
no lost time -

29. Other Welfare:

"During war - paid $7 a week & at that had to put up with lateness etc "now" reduced to $5 and turned off two hands & rest are doing all work in same time."

Domestic Laundry B'ham

4-14-3

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Ala

1. Name of Factory Domestic Laundry Address 2409 Avr E. B'ham
Person interviewed Jas T Bell
2. Product Laundry Position Supt

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	14	9	23	Men	X	X	X
Women	6	45	51	Women	X	X	X
Minors	0	0	0				
Total	20	54	74	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 4.45 Lunch period 45 min Rest period X Total 8½
Saturday:" 7.30 " 2 " " X " " X " 4½
Regular weekly number of days 6 Total weekly hours 45½
Mon. 12.45 — 5.45
Daily: Begin X End X Lunch period X Rest period X Total X 5
Saturday:" X " X " " X " " X " X
Regular weekly number of days 1 Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other — Records X Lab Trnv R

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 2 Mat. Brick Entire ✓ Part X
Special roof construction X
2 bldgs - 2 stories each

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X X	X	X	X ✓	✓ ✓	X	wd	✓	✓	X
1	inside	X X	X	X	X ✓	X —	X	wd	✓	✓	X

10. Exits: Outside no. 5 Open out 3 In 2 Slide X Obst X Indr X Ext mrkd X
Dry Clean 3 Mfg 5 3 X X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl.Rstrct —
Freight: No. 1 Guard ✓ Oprt ✓ Empl.Rstrct ✓

Agent Benham Date Mar. 3, 1922

Domestic Laundry 13' Kane

Factory Schedule 2

Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Flat wk	1	Cem (1) wd	✓	✓	×	✓	wh	(1 ce) (yr)	✓	×	(1 ce) (yr)	×
Assort & Pass	1	wd	✓	✓	×	✓	wh	onagr	✓	×	onagr	×
Wash	2	cem	✓	✓	wet	✓	wh	onagr	✓	×	onagr	×
Rough Dry	2	wd	✓	✓	×	✓	wh	onagr	✓	×	onagr	×
Starch	2	wd	✓	✓	×	✓	gray	onagr	✓	×	onagr	×
Press & Hand Iron	2	wd	✓	✓	×	✓	wh	onagr	✓	×	onagr	×
Dry Clean	1	wd	✓	✓	×	✓	wh	onagr	✓	×	onagr	×

2nd flr

12a. Arrangement (machines, material, tables) — (1) heavy cloth mats for finishers who have to stand on cement floor.

13. Clngd: by girls ✓ men × cleaners, wmn × men ✓ other × resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 1 ce wk : Swept ✓ Wrk Hrs ✓ Freq 1 ce day

14. Heating system: kind × * location — in each dept
* industry -

15. Ventilation: App. o.k. ✓ Art ✓ Kind exhaust Loc walls & floor ✓

16. Special problem: Heat × Cold × Dust × Lint × Humid ×
Fumes × Other × Description ×

17. Hazard: (workroom) Floor ✓ Placing of Material × Transmission Machinery ×
Description wet floor. Wash room one woman

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light (6) Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
✓ Sort & Bundle (Flat)	Misc	✓(3)	W(4)	2(1)	×	Dp Dr	×	none	✓	×	✓	none	×	×
Fed Flat	1	✓(3)	W(4)	2(1)	×	Dp Dr	×	none	✓	×	✓	none	×	×
Shake	1	✓(3)	W(4)	2(1)	×	Dp Dr	×	none	✓	×	✓	none	×	×
Dry Clean Press	S	×	×	×	×	Dr Dp	×	none	✓	×	✓	none	×	×
Fold, Flat	B	✓(3)	W(4)	×	×	Dr, Dp	×	none	✓	×	✓	none	×	×
✓ Starch	Misc	×	×	×	×	Dp Dr	×	none	✓	×	✓	none	×	×
Hand Wash	F	×	×	2(1)	×	Dp Dr	×	none	✓	×	✓	none	×	×
✓ Fancy work	Misc	×	×	×	×	Dp Dr	×	none	✓	×	✓	none	×	×
✓ Hand Iron	Misc	×	×	2(1)	×	Dp Dr	×	none	✓	×	✓	none	×	×
✓ Collar wk	Misc	×	×	×	×	Dp Dr	×	none	✓	✓	✓	E & H (2)	✓	×
✓ Press	Misc	×	×	×	×	Dp Dr	×	none	✓	×	✓	none	×	×
✓ Sort & Mark (R. Dry)	Misc	×	×	×	×	Dp Dr	×	none	✓	×	✓	none	×	×

18a. Special note (nat.lgt; art.lgt; seating) (1) Could not determine whether or not glare from windows (2) Some women faced S. on windows (6) Glare from unshaded drop light (2) Collar wk = Ironing, dampening, shaping & putting in form. Work interchangeable. Could sit or stand. (3) Half of windows entirely opaque. (4) Half of windows Curtains

Domestic Laundry B'ham

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ? Handling hot, poisonous or corrosive material ✓ ✗
Handling tool or object ✗ ✗ Other ✗ Description [illegible] crushing fingers in presses or body irons, burns or bruises body irons, etc irons, [illegible] shaper, [illegible] on hands over fingers, operator on collar shaper.

shine forms

20. Strain: Eye ✓ Post ✗ Lift ✗ Press ✓ Reach ✓ Speed ✗ Other shaping
Description eye [illegible] class. Pressing on body irons, presses, foot press
Reaching see note ✗

21. Uniforms: Required ✗ ✗ Supplied ✗ Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk R 2 floor, outdoors 1st fl. Conv ✓ — Bublr ✗ San —
Tank cum Cooler ✗ Faucet ✓ Other ✗ Cup com ✗ Ind ✓ Kind gl Supl Frm ✗
Description 1 in floor, went to hydrant outdoors, rec'd ff from door as water inside was not cold.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
white 1	2 porc sink	cl	✓	✓	✓	✓	✓	✗	✗	✓	22 doz wk for plant
col 1	2 porc sink	tol	✓	✓	✓	✓	✓	✗	✗	✓	

24. Toilets: Kind plumt Sep ✓ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✗
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
6 wht 1	1	2	cl	wd	✓	✗	✓	✗	✓	✗	✗	clk	✗	✓	✓	✓
45 col 1	2	2	wk	wd	✓	✗	✗	✓	✓	✗	✓	✗	✗	✓	✓	✓

24a. Total number seats 2 + col 1 wht. Number women per seat 22 ~~45~~ Col 6 wht.
Clng: by girls ✗ Men ✗ Jant ✓ Jantrs ✗ Special person ✗ ~~No~~ resp ✓
Swpt reg ✓ Freq D Wrk hrs ✓ : Scrub reg ✓ Freq wk Wrk hrs ✓
Special note Toilet for white women small compartment in corner of cloak room, no out side ventilation ventilation is thru cloak room, no door between

Domestic Laundry B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv gas plate, also cook
Supr — If none, wk room Description food on pipes in dry room
there was potatoes baking & vegetables cooking on pails.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no provision Description —

20 White

27. Cloakroom ✓ Combined with Toilet Loc 2nd fl Work room Conv ✓ Lkr — Shlv X
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat ✓ Art ✓ Vent ok X Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Toilet ventilates in closets. Makes ventilation
* unsatisfactory tho there are outside windows

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid salve for
burns, pepsin tablets, aspirin, tonic
Acc rec X ✓ Comp ✓ Chg of Supt Med exam X Health rec X
Nature acc to wm burns, slight
Special note —

29. Other Welfare: X

27. Cloakroom ✓ Combined with X Loc wk 2 fl Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat ✓ Art ✓ Vent ok — Supr X
Col
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description —

* 20 Reading. Fancy Work consisted in running curtains embroidery etc to a piece of Cloth stretched over a frame about 4½ ft high, 10 ft wide & 12 long (est). To pin large pieces some stretching would be involved to reach center of frame.

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162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Dothan Steam Laundry Address Dothan Ala
Person interviewed E. R. Baker
2. Product _____ Position Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	6	2	4	Men	x	x	x
Women	1	12	13	Women	x	x	x
Minors	x	x	x				
Total	7	16	27	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 8 End 5.30 Lunch period 1 hr Rest period x Total 8½
Saturday:" x " x " " x " " x " x
Regular weekly number of days 5 Total weekly hours 38½
Mon. 1 5.30 x x 4½
Daily: Begin x End x Lunch period x Rest period x Total x
Saturday:" x " x " " x " " x " x
Regular weekly number of days x Total weekly hours x

5. Seasonal: x

6. Employment policy:
Employment manager x Centr Method, supt. foreman other mgr Records x Lab Trnv V R

7. Subcontract shop x
Home work process x In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. br & addition of shut metal Entire ✓ Part x
Special roof construction monitor (two windows)
9. Stairways: 1 one story

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
x	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 4 Open out x In 4 Slide x Obst x Indr x Ext mrkd x
Well x Firedoor x Where x Spklr x Extg ✓ Bkt x Hose ✓

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. x Guard — Oprt — Empl. Rstrct —

Agent Bunham Date April 1, 1922

Bathan Steam Laundry

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	A. Floors Repair	A. Floors Cln	A. Floors Other	B. Walls Repair	B. Walls Col	B. Walls ClnFrq	C. Ceilings Repair	C. Ceilings Low	C. Ceilings ClnFrq	Crdng
Wsh	1	wd	✓	✓	x	✓	wh	N.P	✓	x	N.P	x
Starch	1	cem	✓	✓	x	✓	wh	N.P	✓	x	N.P	x

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls x men x cleaners, wmn x men ✓ other x ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs x Freq 2-3a yr: Swept ✓ Wrk Hrs x Freq 1 wk

14. Heating system: kind x location heat from machines

15. Ventilation: App. o.k. ✓ Art ✓ Kind hm exaust Loc one rear near washers, one side near flat wk.

16. Special problem: Heat x Cold x Dust x Lint x Humid x
Fumes x Other x Description —

17. Hazard: (workroom) Floor x Placing of Material x Transmission Machinery ✓
Description fan belts on axles & over head shafting N. not guarded

OCCUPATIONS

18. Occ.	A. Windows Position	A. Windows Opq	A. Windows Curt	A. Windows Glare (rfl)	B. Artificial Light Ind	B. Artificial Light Ceil	B. Artificial Light Grp	B. Artificial Light Shades (kind)	B. Artificial Light Glare (rfl)	C. Seating Sit	C. Seating Std	C. Seating Kind	C. Seating No ok	C. Seating Foot rest
(1) flatfed	S	x	x	x	x	Dr	x	none	x	x	✓	x	–	–
fold	S	x	x	x	x	Dr	x	none	x	✓	✓	H	10	x
Hand iron	S	x	x	x	x	Dr	x	none	x	x	✓	x	–	–
Press	Min	x	x	x	x	Dr	x	none	x	x	✓	x	–	–
starch	Min	x	x	x	x	Dr	x	none	x	x	✓	x	–	–
Mend	S	x	x	x	x	Dr	x	none	x	✓	x	I	✓	x

18a. Special note (nat. lgt; art. lgt; seating) (1) feeder and folder change place at intervals

Dothan Steam Laundry

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine (2) Handling hot, poisonous or corrosive material ✓ (2)
Handling tool or object ✓ Other ✓ Description (1) brush hazard of catching fingers in press (2) use of irons hand ironing

20. Strain: Eye ✓ Post ✓ Lift ✓ Press ✓ (1) Reach ✓ Speed ✓ Other ✓
Description (1) foot press on presses

21. Uniforms: Required ✓ ✓ Supplied ✓ Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk Conv ✓ Bublr ✓ San —
Tank ✓ Cooler ✓ Faucet ✓ Other ✓ Cup com ✓ Ind ✓ Kind ✓ Supl Frm ✓
Description Mgr. stated women might use cup or bottle. All bring lunch.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
	none										
one	hot one cold faucet over wooden stationary tub									Use	not
bags in which clothes are washed to dry hands											

24. Toilets: Kind plumb Sep ✓ Flush, hnd ✓ Auto. seat ✓ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✓
Description Small compartment in yard. 2 for men inside one for women

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
wal	1	—	yard	wd	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	F

24a. Total number seats 1 Number women per seat 11
Clng: by girls ✓ Men ✓ Jant ✓ Jantrs ✓ Special person ✓ No resp ✓
Swpt reg ✓ Freq 1 a w Wrk hrs ✓ : Scrub reg ✓ Freq — Wrk hrs —
Special note White woman uses lockers in mgrs home near toilet supposed to be locked & key kept in laundry. Mgr stated padlock was off.

Dothan Steam Laundry

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr — If none, wk room Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, w room Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, wk room Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam X Health rec X
Acc rec X ✓ Comp ✓ state Nature acc to wm none
Special note —

29. Other Welfare: X

* 15. Good sized monitor over center of room has many slatted openings for vent.

C 8 10-14-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Florence Steam Laundry Address E. Florence Ala.
Person interviewed J. Veid
2. Product Laundry Position Proprietor

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	5	X	5	Men	X	X	X
Women	9	X	9	Women	X	X	X
Minors	1	X	1				
Total	15	X	15	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 5 Lunch period 30 min Rest period X Total 9½ } over 9 + under 10
Saturday:" X " X " " X " " X " X
Regular weekly number of days 5 Total weekly hours 48½ 49½

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Proprietor Records X Lab Trnv X

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction ventilators

9. Stairs:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 4 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where X Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent H. M. Hawkins Date 3-7-22

Florence Steam Laundry

WORKROOMS

12. Dept.	Fl	A. Floors: Material	A. Floors: Repair	A. Floors: Cln	A. Floors: Other	B. Walls: Repair	B. Walls: Col	B. Walls: ClnFrq	C. Ceilings: Repair	C. Ceilings: Low	C. Ceilings: ClnFrq	Crdng
Laundry	✓	wood	✓	X	X	✓	had been white	brushed weekly	✓	X	brushed weekly	X
X Dry cleaning (separate)	✓	all one floor										

12a. Arrangement (machines, material, tables) X Men only in this dept.

13. Clngd: by girls ✓ men ✓ cleaners, wmn X men X other X no resp X
Scrubbed X Wrk Hrs — Freq —: Swept ✓ Wrk Hrs ✓ Freq D
girls scrubbed own work tables once a week - company's time.

14. Heating system: kind X location heat from washing dept & mangles

15. Ventilation: App. o.k. ✓ Art ✓ Kind exhaust fans 2 Loc in wall one at each end of room
one oscilating electric fan over steam press & mangle.

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description X

17. Hazard: (workroom) Floor (1) ✓ Placing of Material X Transmission Machinery (2) ✓
Description (2) overhead shafting not guarded, machine gears guarded by crude home made wooden screens at sides & ends. (1) Floors wet around tubs where girls washed hands.

OCCUPATIONS (1)

18. Occ.	A. Windows: Position	A. Windows: Opq	A. Windows: Curt	A. Windows: Glare (rfl)	B. Artificial Light (2): Ind	B. Artificial Light (2): Ceil	B. Artificial Light (2): Grp	B. Artificial Light (2): Shades (kind)	B. Artificial Light (2): Glare (rfl)	C. Seating: Sit	C. Seating: Std	C. Seating: Kind	C. Seating: No ok	C. Seating: Foot rest
marking & sorting	F	X	S.	✓	dp dr.	X	X	X	✓	X	✓	X	—	—
Flat work.	Misc	X	S	X	X	dp dr.	X	X	X	X	✓	X	—	—
garment pressers	Misc	X	S	X	X	X	dp dr.	X	✓	X	✓	X	—	—
hand irons.	S	X	S	X	X	X	dp dr.	tin	✓	X	✓	X	—	—
(3) Mender	B.	X	S	X	X	dp dr.	X	X	✓	✓	✓	X	—	—

18a. Special note (nat.lgt; art.lgt; seating) (3) woman who did mending was regular flat work worker not much mending to do, but she sat on table at front of window. (1) Women changed about at jobs. Doing one thing part of time & then changing. (2) Lighting did not look as tho' it would be adequate a number of bulbs were missing.

Reference [illegible]

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ (1) Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description starcher, had a wooden box over it. Prop. said he had known a girl to get her fingers crushed in it, but had never had one in his plant. mangle had automatic guard.

20. Strain: Eye X Post X Lift X Press ✓ (1) Reach X Speed X Other X
Description (1) garment pressers - foot pedals high & rather heavy to work.

21. Uniforms: Required X Supplied X Laundered by Firm X Freq X

SANITATION

22. Drinking facilities: Loc workroom Conv ✓ Bublr X San —
Tank X Cooler X Faucet ✓ Other X Cup com X Ind X Kind X Supl Frm X
Description faucets over laundry tubs

X 23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1 1	wood laundry tubs	✓	✓	✓	✓	✓	X	X	X	X	X

24. Toilets: Kind plumb Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl X Pap ✓ Inst X
Description small wooden enclosure built right in rooms.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
9 1	1	1	7th flr.	wood	X	X	✓	X	X	✓	X	✓	X	X	X	X

24a. Total number seats 1 Number women per seat 9
Clng: by girls ✓ Men ✓ Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq II Wrk hrs ✓: Scrub reg X Freq n.p. Wrk hrs ✓
Special note one of women swept toilet room. occasionally one of the men scrubbed it.

Florence Stern Laundry

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, — Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, — Lkr — Shlv — Hngr — Wl Hk ✓
Description

28. Health Service: Hosp X Chg of — Dr reg X On call X 1st Aid National First Aid Cab.
Chg of X Med exam X Health rec X
Acc rec X Comp X Nature acc to wm Burns
Special note no accident in 25 yrs except one foreman slipped on wet floor & hurt hand.

29. Other Welfare:

4 In summer they sometimes come in at 7 & go home at 5. In winter come in at 8 & go home at 6. that is when they are working full time. But this last year they have seldom worked more than 40 hrs. & They usually work about 30-35 hrs. seldom work a full day. do not work Sat. at all & on Thurs. only occasionally an hour or two to get out hotel wash.

17 The laundry tubs which were the only washing facilities were in the corner of washing dept. & floors were wet around the machinery.

C-9 12-14-1

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Gadsden Steam Dry — Address Gadsden Ala.
Person interviewed Mr. Fred Durie
2. Product Laundry — Position Proprietor

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	3	5	Men	X	X	X
Women	5	14	19	Women	X	X	X
Minors	X	X	X				
Total	7	17	24	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8 End 4 Lunch period 1h Rest period X Total 7
Saturday:" 8 " 12 " " X " " X " 4
Regular weekly number of days 5½ Total weekly hours 39

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Prop Records X Lab Trnv NR

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part —
Special roof construction Sawtooth roof

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 3 Open out X In 3 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose ✓

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent E H K Date 3/16/22

Goodyear Stm Sdy

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	A. Floors Repair	A. Floors Cln	A. Floors Other	B. Walls Repair	B. Walls Col	B. Walls ClnFrq	C. Ceilings Repair	C. Ceilings Low	C. Ceilings ClnFrq	Crdng
see department	1	Concrete	✓	✓	×	✓	gray (1)	NP	✓	×	NP	×

(1) Removed part of work week

12a. Arrangement (machines, material, tables) ×

13. Clngd: by girls ✓ men ✓ cleaners, wmn × men × other × ~~no~~ resp ✓
Scrubbed × (1) Wrk Hrs — Freq — : Swept ✓ Wrk Hrs × Freq 10
(1) Scrubbed occasionally

14. Heating system: kind × (1) location —
(1) Heat supplied by industry. gas heater in office.

15. Ventilation: App. o.k. ✓ Art ✓ Kind Exhaust fans Loc 9 in wall, 1 in center of room near ceiling

16. Special problem: Heat ✓ (1) Cold × Dust × Lint × Humid ✓
Fumes × Other ✓ (2) Description (1) No heat reflector over manicure & hand presses (2) Sudden change in temperature when leaving or entering laundry (Heat & humidity)

17. Hazard: (workroom) Floor × Placing of Material × Transmission Machinery ✓
Description Overhead shafting.

OCCUPATIONS

18. Occ. (1)	A. Windows Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Manicure	BA	×	×	× (2)	×	Dr	×	×	× (3)	×	✓	E	Occ	×
Hand workers	FS	×	×	×	×	Dr	×	×	×	×	✓	E	Occ	×
collar shaper	FS	×	×	×	×	Dr	×	×	×	×	✓	×	–	–
Sorters & markers	FS	×	×	×	×	Dr	×	×	×	×	✓	×	–	–
Hand washing	FS	×	×	×	×	Dr	×	×	×	×	✓	B	✓	×
smooth presses	SF	×	×	×	×	Dr	×	×	×	×	✓	×	–	–

Note (1) The women change off on the different jobs ✓

18a. Special note (nat.lgt; art.lgt; seating) (2) windows dirty, blds close together so that not much light came in to cause glare. (3) Lights not being used at time of visit - could not determine glare - not probable because up too high. Would probably be inadequate on dark day. Very dingy room.

Goddeden Stm Sdy

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓(1) Handling hot, poisonous or corrosive material ✓
Handling tool or object ✓(2) Other ✗ Description unguarded belts + gears, overhead shafting (2) Hot irons, coal on shaper cause burn

20. Strain: Eye ✗ Post ✗ Lift ✗ Press ✓ Reach ✗ Speed ✗ Other shaking out ✓
Description ✗

21. Uniforms: Required ✗ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc W Room Conv ✓ Bublr ✗ San —
Tank ✗ Cooler ✗ Faucet ✓ Other ✗ Cup com ✓ Ind ✗ Kind tin Supl Frm ✗
Description Faucet located over wood stationary tubs where hands washing above.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
✗(1)											

note (1) Women wash over stationary tubs; hot & cold water, no towels. Washing being soaked in tubs all time of visit

24. Toilets: Kind Plbg Sep ✓ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✗ Pap ✓ Inst ✗
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
5 wh	1	1	1	off wkm	Wd	✓	✗	✓	✗	✓	✗	✓	✗	✗	✓	✓	✗(1)
14 col	1	1	1	off wkm	Wd	✓	✗	✓	✗	✓	✗	✓	✗	✗	✓	✓	✗(1)

24a. Total number seats Col 1 Wh 1 Number women per seat Col 14 Wh 5
Clng: by girls ✓ Men ✗ Jant ✗ Jantrs ✗ Special person ✗ ~~No~~ resp ✓
Swpt reg ✓ Freq Ice W Wrk hrs ✗: Scrub reg ✗ Freq — Wrk hrs —
Special note (1) Girls kept old shoes around; much paper + waste on floor.

Gardner Stem Sdy

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only X Ckng conv ✓
Supr X If none, Wkrm. Description Women may use any of the laundry apparatus for heating their lunch.

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home Description —

27. Cloakroom ✓ Combined with toilet Loc off wkrm Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats X Cln X Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description gives clean the room once a week, much dust + waste accumulated

28. Health Service: Hosp X Chg of — Dr reg — On call ✓ 1st Aid ✓
iodine, peroxide, alcohol & cotton Chg of prop Med exam X Health rec X
Acc rec ✓ Comp Sunrisk Nature acc to wm Burns
Special note —

29. Other Welfare: X

C 10 14-14-1

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Huntsville Laundry Address Huntsville Ala.
Person interviewed Mr. J. O. Harris
2. Product Laundry Position Mr. E. Y. Bailey Prop. Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	4	4	8	Men	X	X	X
Women	0	13	13	Women	X	X	X
Minors	X	X	X				
Total	4	17	21	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.15 End 6.00 Lunch period 1.00 Rest period — Total 9 3/4
Saturday:" 7.15 " 6.00 " " 1.00 " " — " 9 3/4
Regular weekly number of days 6 Total weekly hours 58 1/2
Most generally get through with work early on Sat. may go home when finished
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Usually steady the year around

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Mgr Records X Lab Trnv D. R.

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 1 building
8. Number 1 Mat. Part frame & part brick Entire ✓ Part X
Special roof construction X
One story building. The front half was frame the rear half brick.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 2 Open out 1 In 1 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent M. H. Turner Date Mar 14, 1922

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
					*(1)							
all depts.	1	wood	x	✓	wet	✓	white	1 ce yr	✓	x	1 ce yr	x

12a. Arrangement (machines, material, tables) *(1) The building was very long & narrow. The washers were surrounded with cement floor. Floor wet around washers. Girls had to pass over it to reach toilet. All presses & other processes along side by windows.

13. Clngd: by girls ✓ men x cleaners, wmn x men x other x no resp x
Scrubbed ✓ Wrk Hrs ✓ Freq 1 ce 2 wks: Swept ✓ Wrk Hrs ✓ Freq 1 ce a d.

14. Heating system: kind x industry location —
Industry supplied enough heat in all parts of room.

15. Ventilation: App. o.k. x *? Art ✓ Kind exhaust fan Loc side walls & over dryer

16. Special problem: Heat * ✓ Cold x Dust x Lint x Humid x
Fumes x Other x Description * Heat was very noticable. Windows only in front & rear & part of one side. Not much cross ventilation. very warm.

17. Hazard: (workroom) Floor ✓ *(1) Placing of Material x Transmission Machinery ✓ *(2)
Description *(1) Floor around washers wet. Cement floor. Slippery. girls must cross to reach toilet. *(2) Some unguarded belts on coll or ironers & dos-on press.

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
collar irons	S	x	x	x	x	20 p 8 hr	x	x	(1) * ✓	x	✓	x	x	x
mangle	S	x	x	x	x	20 p 8 hr	x	x	✓	✓	✓	H *(2)	✓	x
starchers presses	S	x	x	x	x	20 p 8 hr	x	x	✓	x	✓	x	x	x

18a. Special note (nat.lgt; art.lgt; seating) *(1) no lights were shaded. Would be glare as lights hung low over workers heads. *(2) Girls taking off clothes on large mangle had seats. Girls feeding old mangle stood. All other workers stood.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ * Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description * Possible danger of getting fingers caught in heavy bordered irons and on collar machine. Nothing to prevent operator from getting fingers under collar press. ? *

20. Strain: Eye ✓ Post ✓ Lift X Press ✓ Reach X Speed X Other X
Description Possible eye strain from unshaded art lights. Strain of standing on all jobs. Possible strain from the pressers. Girls operate 3 on the shirt ironing process.

21. Uniforms: Required — Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc work room Conv ✓ Bublr X San —
Tank X Cooler X Faucet ✓ Other — Cup com X Ind ✓ Kind glass Supl Frm X
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1st fl 1	iron sink	✓	✓	✓	X	X	X	X	X	X	—

24. Toilets: Kind flush Sep X Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description Toilet on back porch. Colored men & women use.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1 (13 women 4 men col.)	1	1	porch	wd	X	X	✓	X	✓	✓	✓	X	X	✓	X	✓

24a. Total number seats 1 Number women per seat 13 + 4 men
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq 1 a day Wrk hrs ✓ : Scrub reg ✓ Freq 1 ea 2 wks Wrk hrs ✓
Special note Toilet was in fair shape. On back porch used only by colored men & women. White girls and men use neighbors next door.

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, go home or eat in wk room Description —

26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home if ill Description —

27. Cloakroom X Combined with X Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, hang wraps on walls Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of X Dr reg X On call X 1st Aid ✓
Cabinet with simple first aid remedies Chg of med work Med exam X Health rec X
Acc rec X Comp X Nature acc to wm men drums mostly
Special note * first aid in charge of one of colored men who has had some experience in first aid remedies.

29. Other Welfare: X

15. Ventilation was bad. The windows were only on one side. Building was one story and in summer the place would probably be unbearable. The exhaust fan in wall would help some but needed more windows. No hoods or any exhaust near mangle. The part of the room where girls worked was very warm, room very long and narrow. Windows only in front and rear and a few small ones along one side.

Cl. 4-14-4 No 52

no 52's. Two payrolls obtained from time cards which are not complete for 22 mo period

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

B'ham

1. Name of Factory Imperial Laundry Co. Address 2316 - 4th Ave
Person interviewed Isaac Trig: Mr R.J. Keife
2. Product Laundry - Position President Superintendent

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	8	4	12	Men	X	X	X
Women	11	45	56	Women	X	X	X
Minors	X	X	X				
Total	19	49	68	Total	X	X	X

4. Firm's scheduled hours:

Monthly Daily: Begin 7.15 End 5 Lunch period 30 Rest period X Total 9¼
Saturday:" 7.15 " 12 " " X " " X " 4¾
Regular weekly number of days 6 5½ Total weekly hours 48
Wed. Th. & Fri.: 7.15 End 4 Lunch period 30 Rest period X Total 8¼
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: January & February duller - than other 10 months -

6. Employment policy:
Employment manager X Centr Method, supt. foreman other ✓ Records X Lab Trnv n.s.

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS 1
8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction sky light - opaque panes
3rd story

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k.	Other
1	Inside	XX	X	X	✓ ✓	✓✓	X	Wood	✓	✓	X

10. Exits: Outside no. 3 Open out ✓ In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent K. B. Jennison Date February 28, 1922

Imperial Laundry. B'ham

Factory Schedule 2

ROOMS

Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Flat work	1	concrete	✓	✓	rubberoid mats under all mangles	✓	grey	1 a yr	✓	X	n.p.	X
Machinery sorting Ironing	2 & 3	wood	✓	✓	X	✓	grey	1 a yr	✓	X	n.p.	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls ✓ men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
* Scrubbed ✓ (girls) Wrk Hrs ✓ Freq 1 a wk (Sat AM) : Swept ✓ (Janitor) Wrk Hrs ✓ Freq 2 a a day

14. Heating system: kind ✓ pipes location overhead

15. Ventilation: App. o.k. X Art ✓ Kind 2 exhausts ~~exhaust pipe~~ Loc. 2 & 3 rd floor — electric fans → all workrooms 1st floor; 2 exhausts → mangle 1st floor; workroom will pass suction

16. Special problem: Heat 2 Cold X Dust X Lint X Humid 2
Fumes X Other X Description Exhausts seemed to be efficiently keeping down temperature. Probably not so satisfactory in hot weather

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
✓ Marker & Sorter	S	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓ *	X	✓	none	X	X
✓ Seamstress	S	✓	Venetian blinds	X	dr ✓	X	X	green flair	X	✓	X	A	✓	X
✓ Flatwork hands	None *	—	—	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
Hand ironers	S.A.	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
Press Operators	S.A.	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
Lock ironers	S.A.	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
Folders	Misc	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
Starcher	S	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
Hand wash	Misc	✓	Venetian blinds	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X
✓ Shaker	None *	—	—	X	X	dr ✓	X	green flair	✓	X	✓	none	X	X

18a. Special note (nat.lgt; art.lgt; seating) Flat work done in center 1st floor — natural light not adequate. Glares. Shades merely keep some of the light from shining on ceiling. Glare all the way thru. Bulbs not cut off. In re seating, Supt. says colored workers have to be "separated"; "So anything like a chair hanging around would be dangerous." T

about 2 a a yr

Imperial Laundry B'ham

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material ✓
Handling tool or object X Other X Description steam presses & sock irons.

20. Strain: Eye X Post X Lift X Press 2 ① Reach X Speed X Other 2 ②
Description ① Presses all had handles — ② Shakers all women as well as foot release. "Prevents burns."

21. Uniforms: Required ✓ ✓ Supplied 7 Laundered by Firm ✓ Freq 2 a wk

SANITATION

22. Drinking facilities: Loc each floor Conv ✓ Bublr X San —
Tank X Cooler ✓ Faucet X Other X Cup com ✓ Ind X Kind glass Supl Frm ✓
Description —

23. Washing facilities:

	No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1,2,3.	3	1 enamel sink	✓	✓	✓	✓	✓	X	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
18 col.	1	1	1	off wrkrm	concrete	✓	X	✓	X	X	✓	✓	X	X	✓	✓	✓
5 col.	1	1	2	off wrkrm	Wood	✓	X	✓	X	X	✓	✓	X	X	✓	✓	✓
7 wht	1	1	2	off wrkrm	Wood	✓	X	✓	X	X	✓	X	✓	X	X	✓	✓
20 col	1	1	3	off wrkrm	Wood	✓	X	✓	X	X	✓	X	✓	X	X	✓	✓
5 wht	1	1	3	off wrkrm	Wood	✓	X	✓	X	X	✓	✓	X	X	✓	✓	✓

24a. Total number seats 1 col 1 col 1 wh 1 col 2 Number women per seat 18 col 5 col 7 wh 20 col 5 wh
Clng: by girls scrub ✓ Men X Jant ✓ wk Jantrs X Special person X No resp X
Swpt reg ✓ Freq 2 a day Wrk hrs ✓ : Scrub reg ✓ Freq 2 a wk Wrk hrs ✓
Special note 2 toilet rooms side by side on 2nd & 3rd floors. inside room on each - no natural ventilation. Very clean toilets.

Imperial Laundry B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, — Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom ✓ white ✓ colored Combined with X Loc same off workroom 2nd fl Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats ✓ benches Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid ✓ Kit
Chg of Supt. Med exam X Health rec X
Acc rec ✓ for Ins. Co. Comp Thru Ins. Co. Nature acc to wm slight burns
the girl cleaning flat wrk mch. in ~~Special note~~ machine - Guard up - caught one finger in gear - mashed it.

29. Other Welfare: —

13. "girls havent much to do on Saturday morning, do the scrubbing now."

C12 17-14-1 R 2

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Imperial Sanitary Laundry Address 214 Royal St. Mobile Ala
Person interviewed W. J. Parks Mgr.
2. Product Laundry Position Mr. Hendulan Supt.
Miss E. Nichols - Bookkeeper

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	5	7	Men	X	X	X
Women	4	23	27	Women	X	X	X
Minors	X	X	X				
Total	6	28	34	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 5 Lunch period ½ Rest period X Total 9
Saturday:" 7.30 " 3 " " ½ " " X " 7
Regular weekly number of days ____ Total weekly hours 52
Mon. most firemen come in at 12 o'clock. Sat. go home when they finish, usually about 10 o'clock
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: a little more in Summer

6. Employment policy:
Employment manager X Centr Method, supt. ✓ foreman other X Records X Lab Trnv X
Supt. is part owner.

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction monitors.
2 floors.
9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
* 1	inside	X	X	X	X	✓	✓	✓	wood	X	X	✓

10. Exits: Outside no. 3 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where X Spklr X Extg ✓ Bkt X Hose X

* 11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. ✓ Guard on 2nd floor. Oprt ✓ Empl. Rstrct X

Agent H. M. H Date 4-11-22

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Mangle mark & sorting	1	Cement	✓	✓	x	✓	white	2 ce y	✓	x	2 ce y	x
Ironers. finishers	2	wood	x	✓	splinting	✓	white	1 ce y	rafters x	x	1 ce y.	x

12a. Arrangement (machines, material, tables) girls do not work in washing dept. All women on 1st floor had wooden platform on which to stand.

* 13. Clngd: by girls ✓ men ✓ cleaners, wmn x men ✓ other x ~~no~~ resp ?
Scrubbed ✓ Wrk Hrs x Freq w : Swept ✓ Wrk Hrs ✓ Freq D.

14. Heating system: kind x location x
Heat is supplied by machinery.

15. Ventilation: App. o.k. ✓ Art ✓ Kind Exhaust fans Loc wall

16. Special problem: Heat x Cold x Dust x Lint x Humid x
Fumes x Other x Description x

* 17. Hazard: (workroom) Floor (1) ✓ Placing of Material x Transmission Machinery x
Description 2nd floor. Floor had holes in a few places. as well as being splintery

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
mangle (1)	A S.	x	x	(2) x	x	dr	x	flat	✓	x	✓	x	—	—
mark & sort (1)	A mse	x	x	(2) x	x	x	dr	x	✓	x	✓	x	—	—
Sorting (1)	S	(3) ½ ✓	x	✓	x	x	dr	x	✓	x	✓	x	—	—
2nd fl. Finishers (4) ironers	A mse	x	x	✓	x	dp dr.	x	x	✓	x	✓	x	—	—
Starch	S	x	x	✓	x	dp dr	x	x	✓	x	✓	x	—	—
small mangle	A B.F.	x	x	x	dp dr	x	x	x	✓	x	✓	x	—	—

18a. Special note (nat.lgt; art.lgt; seating) (1) wooden platforms to stand on (2) Too far away from side windows to get glare. (3) Lower ½ opaque (4). use gas irons.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine (1) ✓ Handling hot, poisonous or corrosive material X
Handling tool or object (2) ✓ Other X Description (1) large mangle had no guard. gears not guarded (2) hot irons

20. Strain: Eye X Post X Lift X Press (1) X Reach X Speed X Other X
Description (1) girls who used foot peddle finishing pieces said they were not hard to use but they were husky colored women.

21. Uniforms: Required X Supplied ~~X~~ Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk room 1st floor Conv ~~X~~ ✓ Bublr X San —
Tank X Cooler ✓ Faucet X Other X Cup com X Ind ✓ Kind ~~glass~~ Supl Frm X
Description girls had own glasses

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
	white porcelain basin see note	?	?	?	? ✓	✓	(1) ✓	✓	X	X	whenever girls want to put them in the wash.

(1) use laundry which has been torn.

24. Toilets: Kind plumbing Sep ✓ Flush, hnd X Auto. seat ✓ Repr ✓ Plb Cl ? (1) Pap ✓ Inst X
Description (1) One for colored women, cleaner than other. white women seldom use theirs

	No. rooms	Total: no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
col	23- 1	1	2	wk rm	wood	X	✓	✓	X	X	✓	✓	✓	X	✓	✓	X
white	5- 1	1	2	wk rm	wood	X	✓	✓	X	X	✓	X	✓	X	✓	✓	✓

24a. Total number seats col 2 wh 1 Number women per seat col 23 wh 5
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq D Wrk hrs ✓ : Scrub reg ✓ Freq W Wrk hrs ✓
Special note use disinfectant in scrubbing.

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, Sit around. Description White women go home or go out for meals

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom 2 ✓ Combined with ~~toilet room~~ Loc wk room Conv ✓ Lkr X Shlv X
Hngr X Wl Hk ✓ Seats bench for white girls Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description Cloak rooms for white + colored girls just alike, except that there was a bench in dressing room for white girls

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid X
Chg of Y Med exam X Health rec X
Acc rec X Comp ✓ Nature acc to wm slight burns
Special note X

29. Other Welfare:

8. 2nd fl. was open in center with railing around it so that monitor gave light + ventilation to 1st floor as well as 2nd.

9. Stairway was bad. treads were too narrow. The stairway was also narrow. Treads were worn down at edges.

11. Elevator was guarded on 2nd floor by a gate, but there was no gate on 1st floor.

12. Ceiling was not finished. The supporting beams were not covered. were going to paint walls + ceilings very soon. Had finished the 1st floor a short time before + were going to start on 2nd soon.

13. girls on 2nd fl. clean space directly under their tables. Porter takes care of rest of room. on 1st fl. men do the cleaning.

17. Present management has had laundry for 2 yrs. They are putting in many improvements + expect to get the 2nd floor fixed soon. At present are confining most of their efforts to 1st floor to get that into shape.

22 + 23 (162) Are using cooler still but firm is installing a new sanitary bubbler shortly. Have torn out wash basins now as they are changing place where it was to another part of bldg. At present just use water over wash tubs. Agent could not find out whether or not hot water would be supplied in washing facilities when installed

C 13 3-14-2 Model Ldy ✓

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Model Laundry Address Anniston Ala
Person interviewed Mr. Gibson
2. Product Laundry Position Mgr & Prop.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	5	x	5	Men	x	x	x
Women	2	6	8	Women	x	x	x
Minors	x	x	x				
Total	7	6	13	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 8 End 5 Lunch period x (1) Rest period x Total 9
Saturday:" 12 " 79 (1) " " x (1) " " x " 9
Regular weekly number of days 6 Total weekly hours 54 9
x (1) May take noon period if they wish, proprietor says they do not.
~~Daily~~ Monday: Begin 12 End 9 7 Lunch period x Rest period x Total 97
Saturday:" " " " " " " "
Regular weekly number of days 6 Total weekly hours 54
(2) The women work until their work comes in and is finished. There really are no regular hours on any day; they come and go as the

5. Seasonal: x (see note at end of schedule).

6. Employment policy:
Employment manager x Centr Method ✓, supt. foreman other Mgr Records x Lab Trnv D.R.

7. Subcontract shop x
Home work process x In plant — Same rates ✓ Var —

BUILDINGS 1
8. Number 1 Mat. Wood Entire ✓ Part x
Special roof construction Round vent - oblong vent.
1 floor

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 4 Open out x In 4 Slide x Obst x Indr x Ext mrkd x
Well x Firedoor x Where — Spklr x Extg x Bkt x Hose ✓

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. x Guard — Oprt — Empl. Rstrct

Agent E. H. K Date 3/7/22

Model Sdy

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
all work	1	Wood	✓ (*)	? (1)	✓*	X (2)	Grey	never cleaned X	X (2)	X	never X	✓ (2)

note (1) Floors fairly clean but carelessly kept in order; packages scattered about;

(2) Pealstain; fallen off walls + ceiling; dirty; dangerous. Old gas fixtures still in place;

12a. Arrangement (machines, material, tables) (2) Machines crowded so closely that 2 people could not pass; clothes could not be shaken because of lack of room. (i.e. shaken at mangle)

13. Clngd: by girls ✓ men X cleaners, wmn X men X other X resp X
Scrubbed X Wrk Hrs X Freq X : Swept ✓ Wrk Hrs ✓ Freq Ice.

14. Heating system: kind Coal Stove (small) location* One end of workroom which was long + narrow.

15. Ventilation: App. o.k. X* Art X Kind — Loc —

16. Special problem: Heat ✓ Cold X Dust X Lint X Humid ✓
Fumes ✓ (Esp. in warm weather) Other X Description Heat + humidity caused by mangles + lack of ventilation

17. Hazard: (workroom) Floor ✓ (1) Placing of Material ✓ (2) Transmission Machinery ✓ (3)
Description (1) See 12 Floors (2) See 12 Crdng. (3) No guards on belts or gears.

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
hand ironer	B	X	X	✓	X	Di ✓	X	Pan shaped	✓	X	✓	X	X	X
general (1)	Mixed	X	X	✓	X	Di	X	Pan shaped	✓	X	✓	X (2)	X	X

note (1) By general is meant: mangle work, shaking, collar starching and ironing.

18a. Special note (nat.lgt; art.lgt; seating) (2) There was one dilapidated chair with the seat broken out, in evidence; if there was a chance to seat the women sat on the baskets or boxes scattered about.

Model Laundry

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓(1) Handling hot, poisonous or corrosive material ✗
Handling tool or object ✗ ✓(2) Other ✓(3) Description (1) No guards on belts + transmission machinery; (2) Hot irons; (3) Poorly mended floors, badly arranged machinery, faulty ceiling + walls.

20. Strain: Eye ✗ Post ✓(1) Lift ✓ Press ✗ Reach ✗ Speed ✗ Other ✓(2)
Description (1) Shaking clothes (2) Working in great humidity, poor ventilation, crowded conditions etc.

21. Uniforms: Required ✗ Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc Workroom Conv ✓ Bublr ✗ San —
Tank ✗ Cooler ✗ Faucet ✓ Other ✗ Cup com ✓ Ind ✗ Kind glass Supl Frm ✗
Description

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	1 faucet over wooden bucket	w/drn ✓	?	?	✗	✓	✗	—	—	—	—
1	1 faucet over wooden bucket	w/drn ✓	?	?	✗	✓	✗	—	—	—	—

24. Toilets: Kind Pllsh Sep ✗ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✓ Pap ✗ Inst ✗
Description

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art o.k.	Clean
9 wh 6 col 5 men	1	✗(1)	outside	Wd	?(2)	✗	✓	✗	?(2)	✓	✓	✗	✗(1)	✓	✗	see note (1)

Note (1) Toilet located outside on alleyway.
(2) Has dilapidated walls, ceiling and floor. The walls have huge holes which have been poorly covered with cardboard. There can be no privacy in this place. The laundry proprietor described it as "unfit to use or to be seen." He stated that the landlord refused to repair it.

24a. Total number seats 1 Number women per seat ✗ 2 white + 5 men total 13
Clng: by girls ✗ Men ✓ Jant ✗ Jantrs ✗ Special person ✗ No resp ✗
Swpt reg ✗(1) Freq — Wrk hrs — : Scrub reg ✗ Freq — Wrk hrs —
Special note (1) Reasonably clean, altho no plan of keeping it clean. Cleaned whenever necessary.

model Sdy.

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
X Supr — If none, Eat in work room Description See note on hours

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, cp home Description —

X 27. Cloakroom ✓ Combined with General Junk room Loc off w/rm Conv ✓ Lkr ✓ Shlv X
Hngr X Wl Hk ✓ Seats X Cln X Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description X

28. Health Service: Hosp X Chg of — Dr reg — On call — 1st Aid X
Chg of — Med exam — Health rec —
Acc rec ✓ Comp Gun risk Nature acc to wm burns
Special note Have iodine and lime water on hand.

29. Other Welfare: X-The building ought to be condemned.

*12 - Floors - Repair - Holes in floor had been repaired by nailing wood over the needy places. Constant danger of tripping. Other platform in front of mangle consisted of two pieces of boards nailed together. Easily fallen on

14 - Heating - Most of the heat was supplied by the industry; the stove was used only on very cold days.

15 - Ventilation - absolutely no ventilation; the steam hung in clouds around the ceiling. There was a small round opening and an oblong opening in the roof but both were tightly closed. The windows and doors were also closed. There were no heat deflectors over the mangles or other machines.

5. Mr. Gibson stated that he was doing only 50% of his normal business, during the war when men were earning larger wages or were of least employed, the negro women were not doing home laundry work. Now, driven by need thru unemployment of their men, they compete with the laundries and do a complete family wash for $1 or $1.50. This cuts down the volume of work in the laundry and probably accounts for the short hours actually worked altho (over)

(162)

the basic week is longer (60 hrs.)
doubt if the same degree of [illegible] would
should return, the hours would
revert to 10 a day, 60 a week or longer,

C14 ~~70~~-14-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory New Model Steam Laundry Address Talladega Ala.
Person interviewed T. L. Clardy
2. Product Laundry. Position Owner.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	1	3	Men	X	X	X
Women	X	10	10	Women	X	X	X
Minors	X	X	X				
Total	2	11	13	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 5 Lunch period 30 min Rest period X Total 9½
Saturday:" X " X " " X " " X "
Regular weekly number of days 5 Total weekly hours 47½

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X "
Regular weekly number of days X Total weekly hours X

5. Seasonal: More in summer

6. Employment policy:
Employment manager X Centr Method, supt. foreman other ✓ Records X Lab Trnv X
Owner

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS
8. Number ✓ Mat. brick Entire ✓ Part X
Special roof construction X
2 stories
9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X	X	X	X	✓	✓	X	wood	✓	✓	X

10. Exits: Outside no. 2 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard — Oprt — Empl. Rstrct —
not used.

Agent H. M. H. Date 3-30-22

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng (1)
starcher-ironer	1	cement wood	✓	✓	X	✓	white	1ce yr	✓	X	1ce y.	✓
hand-ironer	2	wood	✓	✓	X	✓	brick	1ce	✓	X	?	X
mangle.	1.	cement	✓	✓	X	✓	white	1ce yr	✓	X	1ce y.	✓

* 12a. Arrangement (machines, material, tables) (1) rather crowded on 1st floor. Washing machines are all arranged along walls. So are sewing tables.

13. Clngd: by girls ✓ men ✓ cleaners, wmn X men X other X no resp X
Scrubbed ✓ Wrk Hrs X Freq weekly : Swept ✓ Wrk Hrs ✓ Freq D

14. Heating system: kind from machines location 1st floor, heat goes up to 2nd.

15. Ventilation: App. o.k. ✓ Art ✓ Kind exhaust fans Loc in wall. one on each floor.

16. Special problem: Heat ✓ Cold X Dust X Lint X Humid X
Fumes X Other X Description X

17. Hazard: (workroom) Floor (1) ✓ Placing of Material X Transmission Machinery X
Description Floor step for those coming down stairs. See note at end for 9.

OCCUPATIONS

18. Occ.	A. Windows (5) Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
starcher	4 sides mix	X	X	(3) X	X	dp dr.	X	X	✓	X	✓	X	—	—
1st fl ironer	4 sides mix	X	X	X	X	dp dr.	X	X	✓	X	✓	X	—	—
(1) 2nd fl. "	2 sides face	X	X	(2) X	X	dp dr.	X	X	✓	X	✓	X	—	—
mangle.	4 sides mix	X	X	(3) X	X	dp dr.	X	X	✓	X	✓	X	—	—

18a. Special note (nat.lgt; art.lgt; seating) (1) Downstairs crowded. So Bowp had moved 3 hand ironers up stairs. Sort of makeshift arrangement. (2) Light not very good. would need artificial light on dark days. (3) Light very good.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine (1) X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description X
(1) guard on mangle.

20. Strain: Eye (1) ✓ Post (2) ✓ Lift X Press X Reach X Speed X Other X
Description (1) glare from unshaded lights (2) Standing ironing all day, standing on wooden floor not so bad as if on cement.

21. Uniforms: Required X Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc over wash tub Conv wk room Bublr X San —
Tank X Cooler X Faucet ✓ Other X Cup com X Ind X Kind X Supl Frm X
Description

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
use	faucets over wash tub	✓	✓	✓	✓	✓	use laundry	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description small room under stairway

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
10 women - 1	1	1	wk rm.	wood	X	X	✓	X	✓	✓	X	X	(1) ?	X	X	✓ (2)

24a. Total number seats 1 Number women per seat 10
Clng: by girls X Men ✓ Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq D Wrk hrs ✓: Scrub reg ✓ Freq W Wrk hrs X
Special note (1) there was an exhaust pipe. But that does not seem as tho' it would be sufficient. (2) Has walls, floors etc scrubbed with disinfectant, regularly every week on Sat.

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, — Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, hang them on wall Lkr X Shlv X Hngr X Wl Hk ✓
Description

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid X
Chg of X Med exam X Health rec X
Acc rec X ✓ Comp Lun insurance Nature acc to wm burns slight
Special note X

29. Other Welfare:

Laundry is light and airy

12. Laundry floor where machines are, is cement, but part where irners are, is raised and is of wood.

9. Stairway comes down at point where wooden floor changes to cement. There is a drop here, a sort of step, which must be watched, as one comes down the stair.

13. Men + sometimes girls do scrubbing + cleaning

28. One girl moved an electric fan when she was not supposed to, and caught her hand in it. Was out several weeks.

12. Proprietor said walls + ceilings were ~~gone over~~ painted once a year but he must have been considering only the 1st floor. The second floor is unfinished brick wall. They are probably waiting to expand more. It has more or less of a temporary look on 2nd fl.

C 15 — 19-14-1

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Chelika Steam Laundry Address Chelika
Person interviewed W. M. Kay
2. Product Work Position Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	X	2	2	Men	X	X	X
Women	X	7	7	Women	X	X	X
Minors	X	X	X				
Total	X	9	9	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 5.30 Lunch period 1 hr Rest period X Total 9½
Saturday:" X " X " " X " " X " X
Regular weekly number of days 5 Total weekly hours 45½
Mon. 9 5.30 1 hr X 7½
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days _____ Total weekly hours _____

5. Seasonal: X Full all yr. Only 5 full wks work
in 52 shut

6. Employment policy:
Employment manager X Centr Method, supt. foreman other mgr Records X Lab Trnv N R

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction X
1 1 story

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X											

10. Exits: Outside no. 2 Open out X In 2 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent Benham Date Mar 23, 1922

Apalka Steam Laundry

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	A. Floors: Repair	A. Floors: Cln	A. Floors: Other	B. Walls: Repair	B. Walls: Col	B. Walls: ClnFrq	C. Ceilings: Repair	C. Ceilings: Low	C. Ceilings: ClnFrq	Crdng
(1) Ironed	1	(2) cmt	✓	✓	X	✓	ok	N.P.	✓	X	N.P.	X
(1) all work in one room (2) wood platforms. Did not seem in way												

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls ✓ men ✓ cleaners, wmn X men X other prof ~~no~~ resp X
Scrubbed ✓ Wrk Hrs X Freq 1/2 wk & 1/2 mo : Swept ✓ Wrk Hrs X Freq 1/2 day

14. Heating system: kind X location heat of industry

15. Ventilation: App. o.k. ✓ Art ✓ Kind Moorhouse Loc in rear wall

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery ✓
Description Unguarded belts and overhead shafting dangling belt at angle under which all go & walk, no cover on extractor

OCCUPATIONS

18. Occ.	A. Windows: Position	A. Windows: Opq	A. Windows: Curt	A. Windows: Glare (rfl)	B. Artificial Light: Ind	B. Artificial Light: Ceil	B. Artificial Light: Grp	B. Artificial Light: Shades (kind)	B. Artificial Light: Glare (rfl)	C. Seating: Sit	C. Seating: Std	C. Seating: Kind	C. Seating: No ok	C. Seating: Foot rest
Iron	S	X	X	X	X	Dr	X	none	X	X	✓	X	—	X
Press	S	X	X	X	X	Dr	X	none	X	X	✓	X	—	X
Feed	F+B	X	X	X	X	Dr	X	none	X	X	✓	X	—	X
Fold	F+B	X	X	X	X	Dr	X	none	X	X	✓	X	—	X
Torch	S	X	X	X	X	Dr	X	none	X	X	✓	X	—	X

18a. Special note (nat.lgt; art.lgt; seating) Natural light adequate daytight. Women apt to be shifted from one work to other. Girl workers may do all kinds

Apelike Steam Laundry

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine (1) ✓ Handling hot, poisonous or corrosive material (2) ✓
Handling tool or object ✗ Other ✗ Description (1) no guard on flat work ironer. Possible danger of catching fingers in presses
(2) use of hot irons

20. Strain: Eye ✗ Post ✗ Lift ✗ Press (1) ✓ Reach ✗ Speed ✗ Other (2) shaking
Description (1) use of hot irons in presses (2) shaking large pieces for flat workers

21. Uniforms: Required ✗ Supplied ✗ Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc water room Conv ✓ Bublr ✗ San —
Tank ✗ Cooler ✗ Faucet ✓ Other ✗ Cup com ✓ Ind ✗ Kind paper ✓ Supl Frm ✓
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	enamel sink	✓	✓	✓	✗	✓	✗				

24. Toilets: Kind school Sep ✗ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✗
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1 (7 col + 2 col men)	1	1	wk	cm	✗	✗	✓	✗	✗	✓	✗	✓	✗	✓	✓	✓

24a. Total number seats 1 Number women per seat 7 and 2 men - all cut.
(1) Clng: by girls ✓ Men ✓ Jant ✗ Jantrs ✗ Special person prof. No resp ✗
Swpt reg ✓ Freq 1 a d ✓ Wrk hrs ✓ : Scrub reg ✓ Freq 1 a w Wrk hrs ✗
Special note (1) see note on 13.

Apalka Steam Laundry

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr — If none, lok room Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no prov Description Woman sew lunch on work table & work bench

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, lok Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call X 1st Aid ✓
Chg of — Med exam X Health rec X
Acc rec X Comp X Nature acc to wm
Special note —

29. Other Welfare: X

* 15. Front nearly all glass. Top row of windows about 4 ft high can all be opened on central pivot, side in ventilation. Opening in ceiling helps to clear off steam. Mgr stated they not open to outside

* 13. Cleaning Care of women swept every morning with sweeping compound, work floor & toilet. Scrubbing done Sat. Work floor and toilet by wash man & manager. Around wash machine & his toilet scrubbed weekly. Other part of floor monthly.

16, 27-14-1 No 52's on white cards

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Quality Laundry Address Sheffield Ala
Person interviewed Mr. W. H. Stephenson
2. Product _____ Position Mgr & owner

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	5	7	Men	x	x	x
Women	3	7	10	Women	x	x	x
Minors	0	0	0				
Total	5	12	17	Total	x	x	x

4. Firm's scheduled hours:
Daily: Begin 7.00 End 5.30 Lunch period 30 min Rest period x Total 10
Saturday:" 7.00 " 12.00 " " x " " x " 5
Regular weekly number of days ~~6~~ 5½ Total weekly hours 50½
Mon. 12 - end 5.30 lunch — Total 5½
Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday:" ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days _____ Total weekly hours _____

5. Seasonal: About the same the year around

6. Employment policy:
Employment manager x Centr Method, supt. foreman other mgr Records x Lab Trnv N.R.

7. Subcontract shop x
Home work process x In plant x Same rates x Var x

BUILDINGS one
8. Number one Mat. brick Entire ✓ Part x
Special roof construction Ventilators in roof. Like a monitor
One story building

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
x	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 8 Open out x In ✓ Slide x Obst x Indr x Ext mrkd x
Well x Firedoor x Where — Spklr x Extg ✓ Bkt x Hose x

11. Elevators: Passenger: No. x Guard — Oprt — Empl. Rstrct —
Freight: No. x Guard — Oprt — Empl. Rstrct —

Agent M. H. Turner Date Mar 7, 1923

Quality Laundry Sheffield

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
all dept	1	wood	✓	✓	—	✓	wht	3 ce yr	✓	X	~~3 ce yr~~	X

12a. Arrangement (machines, material, tables) washing machines were all in rear end of room. Cement floor under washers well drained. no water on floor where girls worked. Girls all in front part of room.

13. Clngd: by girls ✓ men X cleaners, wmn X men X other — no resp X
Scrubbed ✓ Wrk Hrs ✓ Freq 1 ce wk : Swept ✓ Wrk Hrs ✓ Freq 1 ce da

14. Heating system: kind X industry location —

* 15. Ventilation: App. o.k. ✓ Art X Kind — Loc —

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

X 17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery ✓
Description a few unguarded belts on washers. Girls have to pass these belts.

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	B. Artificial Light: Ind	Ceil (2)	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
all occupations	S & F	X	X	(1) ✓ ?	X	S.G.R. d.p	X	more	✓	X	✓	X	X	X
Flat work														
hand iron														
press oper														
Mangle & sorter														
starcher														

X 18a. Special note (nat.lgt; art.lgt; seating)
(1) Possible glare from uncurtained windows as some of workers face light. Windows high up in wall however.
* (2) Seemed to be insufficient number of bulbs in room enough fixtures but bulbs lackeing. No shades any place on artificial lights. Artificial lights bad. Natural sufficient but might be glare.

Quality Laundry – Sheffield

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

X 20. Strain: Eye ✓? Post ✓? Lift X Press ✓? Reach X Speed X Other —
Description Possible glare from uncurtained windows and unshaded arc lights. Might be strain from standing no seats. Possible strain from presses.

21. Uniforms: Required — Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk room Conv ✓ Bublr X San —
Tank ✓ Cooler X Faucet ✓ Other — Cup com* ✓ Ind ✓ Kind glass Supl Frm X
Description Tank in summer. Drinks from faucet in winter. Dipper seen hanging by sink.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
	2 faucets										
1	1 urn inside	✓	✓	✓	✓	X	X	X	X	X	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr X* Plb Cl X* Pap ✓ Inst X
Description X seat broken in colored toilet * Plumbing stained & old.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
7 col 1	1	1	wk rm	cmt	X	X	✓	X	X	✓	X	✓	X	X	X	✓
3 wh 1	1	1	wk rm	cmt	X	X	✓	X	X	✓	X	✓	X	X	X	✓

24a. Total number seats Col 1 Wh 1 Number women per seat Col 7 Wh 1 + 3
Clng: by girls ✓ Men X Jant X Jantrs X Special person X No resp X
Swpt reg ✓ Freq 1 ce da Wrk hrs ✓: Scrub reg ✓ Freq 1 ce wk Wrk hrs ✓
Special note Toilet was in rear of work room and were little more than seats enclosed only a board partition no wind nor no light. Were not dirty however and no litter was seen.

Quality Laundry - Sheffield

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with X Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr X If none, go home or eat in wh room. Description —

26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, — Description —

27. Cloakroom X Combined with X Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, hang wraps on pegs in wh room. Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of X Dr reg X On call X 1st Aid ✓
A few unsafe remedies in office Chg of mgr Med exam X Health rec X
Acc rec ✓ Comp ✓ Nature acc to wm burns mostly
Special note —

29. Other Welfare:

15* Work room was well ventilated. The ventilator in the roof and the windows at side and front of room were open and work room was pleasant. No steam in room, carried off through vents in ceiling. Very good. Quite comfortable.

17 31-14-1

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Tuskaloosa Steam Ldry Address Tuskaloosa Ala.
Person interviewed Mr Simpson
2. Product Ladies' Dry Cleaning Position President

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	1	4	5	Men	X	X	X
Women	1	10	11	Women	X	X	X
Minors	X	X	X				
Total	2	14	16	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 5.30 Lunch period 1 Rest period X Total 9
Saturday:" 7.30 " 2.30 " " 1 " " X " 6
Regular weekly number of days 5½ Total weekly hours 51
work sometimes finished before 2.30 sat. always paid on 51 hr. wk basis
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt, foreman other Mgr Records X Lab Trnv NR
Records show force to be exceptionally steady

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction 3 sky lights
1 story
9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
X	—	—	—	—	—	—	—	—	—	—	—

10. Exits: Outside no. 4 Open out X In ✓ Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt ✓ Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent N. B. Jameson Date March 24-1922

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Sorting Marking	1	Concrete	✓	✓	X	✓	white	np	✓	X	np	X
washing Finishing	1	Concrete	✓	✓-	X	✓	white	np.	✓	X	np	X

12a. Arrangement (machines, material, tables) Ceiling stained yellowish brown much less light - than if white - Have 3 sky lights + white ceiling would be good natural light

13. Clngd: by girls ___ men X cleaners, wmn X men X other X ~~no~~ resp X
Scrubbed ✓ Wrk Hrs ✓ Freq 1 or 2 mos: Swept ✓ Wrk Hrs ✓ Freq 1 a day -

14. Heating system: X kind machinery location Dumont -

*15. Ventilation: App. o.k. V+ Art ✓ Kind exhaust fan ventilators electric fans Loc ceiling & wall

16. Special problem: Heat ? Cold X Dust X Lint X Humid X
Fumes X Other X Description artificial & natural ventilating systems effective at time of inspection. whether in summer - NR. R

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery ___
Description Gears exposed on mangle - belts covered - "safety" roller preceding pressing roller -

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Shaker Feeder Catcher hand wash Pressed Starched Hand Woven: marker Sorter	A.S.	X	✓	X	X	dr	X	X	✓	✓	✓	a	✓	X
general lay	A Misc	X	✓	X	X	dr	X	X	✓	X	✓	a	gen	X
girls interchange on these jobs														

18a. Special note (nat.lgt; art.lgt; seating) X

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material ✓
Handling tool or object X Other X Description presses & hand irons - burns —

20. Strain: Eye X Post X Lift X Press ? Reach X Speed X Other X
Description girls pull down presses with handles - o then apply foot-shell - wt N.R.

21. Uniforms: Required X X Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc work room Cony ✓ Bublr X San —
Tank ✓ Cooler X Faucet X Other X Cup com ✓ Ind X Kind glass Supl Frm X
Description — office has glass - workers - glass -

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	iron sink	✓	✓	✓	X	X	X	—	—	—	—

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
of. 2. 1 wht. 1	1	1	side wrkrm	cement	X	✓	✓	X	X	✓	X	✓	X	X	X	✓
10 col. 1	1	1	side wrkrm	cement	X	✓	✓	X	X	✓	X	✓	X	X	X	✓

24a. Total number seats wh 1 (col 1) Number women per seat wh 3 (col 10)
Clng: by girls ✓ Men X Jant X Jantrs X Special person X ~~No~~ resp X
Swpt reg ✓ Freq 1x day Wrk hrs ✓: Scrub reg ✓ Freq 1x wk Wrk hrs ✓
Special note Toilet rooms - 3 small rooms partitioned off at side of work room - wood walls reaching about 9 ft up, open slats across top - ventilate thru top into workroom - 1 rm for col. men. 1 rm for col wm. 1 for wht.

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, drnk only — Ckng conv —
Supr — If none, A very few go ~~Description~~ home. Most eat at

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, go home if sick Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, walls of wts. rm. Lkr X Shlv X Hngr X Wl Hk ✓
Description

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Chg of — Med exam — Health rec X
Acc rec For Ins. Co. Comp State Bd Nature acc to wm slight burns-
~~Special note~~ Some years ago one press operator pulled press down on hand of co? worker - badly burned. Never knew whether it was design or accident -

29. Other Welfare:

* 15. 3 skylights - 5 small ventilators in ceiling ~~Π roof~~
one large ventilator in ceiling - Electric fans - ceiling -
Exhaust fan - side wall -

C 18 4-14-5

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory White Swan Laundry Address 3155 20th St. Birmingham Ala.
Person interviewed E. O. Stafford
2. Product Laundry Position Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	15	4	19	Men	X	X	X
Women	6	30	36	Women	X	X	X
Minors	0	0	0				
Total	21	34	55	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7.30 End 5.30 Lunch period 30 min Rest period X Total 9½
Saturday:" 7.30 " 3.30 " " 30 min " " X " 7½
Regular weekly number of days 6 Total weekly hours 53
Fri. 7.30 4 3.30 30 min X 7½
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X X

5. Seasonal: May – Oct Incl. busy Jan & Feb. dull

6. Employment policy:
Employment manager X Centr Method, supt. foreman other mg Records X Lab Trnv N R
Supt consults with foreman but all goes thru supt hands

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction X
1 story
9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X	✓	X	X	✓	✓	✓	X	wd	✓	✓	X

10. Exits: Outside no. 4 Open out X In 3 Slide 1 Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 1 Guard ✓ Oprt X Empl. Rstrct ✓

Agent Benham Date Feb. 28, 1922

C18.

White Swan Laundry
B'heim

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Flat work	1	cem	✓	✓	X	✓	wh	every 2 or 3 yrs	✓	X	every 2 or 3 yrs	X
Starch Dept	2	wd	✓	✓	X	✓	wh	every 2 or 3 yrs	✓	X	every 2 or 3 yrs	X

12a. Arrangement (machines, material, tables) —

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs X Freq no : Swept ✓ Wrk Hrs X Freq d

14. Heating system: kind industry location throut rooms

15. Ventilation: App. o.k. ✓ Art ✓ Kind Exhaust Hood fans Loc throut. in wall rear each floor over flat work ironer

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery ✓
Description Overhead shafting & unenclosed belts both floors, in aisles.

OCCUPATIONS

18. Occ.	Position	A. Windows Opq	Curt	Glare (rfl)	Ind	B. Artificial Light Ceil (3)	Grp	Shades (kind) (3)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Hand iron	S	X	✓	X	X	Dro Df	X	Opal glass bell glass	X	X	✓	none	X	X
Mend & Sew buttons	S & B	X	✓	X	X	Dro Df	X	Opal gl bell glass	X	✓	X	B	✓	✓
Marks & Sort Starch	F	✓	X	X (2)	X	Dro Df	X	Opal gl bell glass	X	X	✓	none	X	X
Presses	Misc	✓ (1)	W	X	X	Dro Df	X	Opal gl bell glass	X	X	✓	none	X	X
Collarwork	Misc	✓ (1)	W	X	X	Dro Df	X	Opaque gl bell glass	X	X	✓	none	X	X
Flat Work	S	✓	X	X	X	Dro Df	X	Opaque gl bell glass	X	X	✓	none	X	X
Marks & Sort Flat	B	✓	X	X	X	Dro Df	Dr	Opaque gl bell glass none	✓	X	✓	none	X	X

18a. Special note (nat.lgt; art.lgt; seating) (3) Ceiling lights with 2 kinds of shades about equally distributed opaque glass globes & bell shaped glass shades (2) Marks & Sort Starch work face N. window.
Marks & sort flat work have high frosted group light unshaded, at eye level. (1) half of windows opaque

<18

White Swan Laundry
B'ham

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ✓ Handling hot, poisonous or corrosive material ✓
Handling tool or object ✓ Other ✗ Description Danger of burns from presses, steam forms body, arms, hand irons, danger of scratching fingers in presses or body irons.

20. Strain: Eye ✓ Post ✗ Lift ✗ Press ✓ Reach ✗ Speed ✗ Other shaking
Description constant working of foot bars on presses not great as they work readily. Light - bright glare

21. Uniforms: Required ✗ | ✗ Supplied ✗ Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk room Conv ✓ Bublr ✗ San —
Tank (1) ✓ Cooler ✗ Faucet ✗ Other ✗ Cup com ✗ Ind ✓ (2) Kind N.R. Supl Frm ✗
Description (1) small barrel tank (2) Mgr stated workers furnish own

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2	2 pors towels	Intoilet ✓		✓	* ✗	✗	✗				

* Hot water available in work room.

24. Toilets: Kind flush Sep ✓ Flush, hnd ✓ Auto. seat ✗ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✗
Description —

	No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
6 wh	1	1	2	wk	wd	✗	✗	✓	✗	✓	✗	✓	✗	✗	✓	✓	✓
30 col	1	1	2	wk	wd	✗	✗	✓	✗	✓	✗	✓	✗	✗	✓	✓	✓

24a. Total number seats wh 1 (Col 1) Number women per seat wh - 6 (Col 30)
Clng: by girls ✗ Men ✗ Jant ✓ Jantrs ✗ Special person ✗ ~~No~~ resp ✓
Swpt reg ✓ Freq d Wrk hrs ✗ : Scrub reg ✓ Freq mo Wrk hrs ✗
Special note —

C18

White Swan Laundry
B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv —
Supr — If none, wk room Description X

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no provision Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, toilet Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid turpentine
Chg of — Med exam X Health rec X
Acc rec X ✓ Comp ✓ Nature acc to wm burns most
frequent on large presses Special note Stated drug store across
street West Ulle for treatment of burns

29. Other Welfare: X

C 19 17-14-2

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

Mobile Ala

1. Name of Factory White Swan Laundry Address 235 Storing Hell Ave
Person interviewed Roy E. Sutton
2. Product _____ Position Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	2	4	6	Men	X	X	X
Women	X	22	22	Women	X	X	X
Minors	X	X	X				
Total	2	26	28	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 7 End 4.30 Lunch period 1/2 Rest period X Total 9
Saturday:" 7 " 3.30 " " 1/2 " " X " 8
Regular weekly number of days 6 Total weekly hours 53

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: X

6. Employment policy:
Employment manager X Centr Method, supt. foreman other X Records X Lab Trnv N. R
Mgr or Foreman, usually consult

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 2 Mat. brick Entire _____ Part _____
Special roof construction X
9. Stairways: 1 3 stories

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X ✓	X	✓	✓ ✓	✓ ✓	✓	wd	✓	✓	X

10. Exits: Outside no. 6 Open out X In 6 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. X Guard — Oprt — Empl. Rstrct —
Freight: No. 2 Guard X Oprt X Empl. Rstrct X

Agent Benham Date Apr 12, 1922

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Flat	1	cem	✓	✓	✓ (1)	✓	gray	N.P.	✓	X	N.P.	X
Starch work	2	wd	✓	✓	X	✓	gray	N.P.	✓	X	N.P.	X
Assort	3	wd	✓	✓	X	✓	gray	N.P.	✓	X	N.P.	X

12a. Arrangement (machines, material, tables) (1) Cement floor irregularly laid along one side portion was fully an inch higher than remainder

13. Clngd: by girls X men ___ cleaners, wmn ___ men ___ other ___ no resp ___
Scrubbed ___ Wrk Hrs ___ Freq ___ : Swept ___ Wrk Hrs ___ Freq ___

14. Heating system: kind X location heat from industry

* 15. Ventilation: App. o.k. X Art ✓ Kind exhaust Loc one end of irning room 2nd floor

* 16. Special problem: Heat ? Cold X Dust X Lint X Humid ?
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light: Ceil	Grp	Shades (kind)	Glare (rfl) (1)	C. Seating: Sit	Std	Kind	No ok	Foot rest
Fold	S	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Fold	S	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Shake	S	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Press	S	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Hand iron	S	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Hand fold	S	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Assort	Mix	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X
Starch	Mix	X	X	X	X	Dp Dr	X	none	✓	X	✓	X	—	X

18a. Special note (nat. lgt; art. lgt; seating) (1) possibility of glare from unshaded drop lights However not often switched. Hours 7 – 4:30, some fixtures without bulbs.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X (1) ✓
Handling tool or object X ✓ Other X Description (1) use of electric irons by hand irons

20. Strain: Eye 2 (1) Post X Lift X Press ✓ (2) Reach X Speed X Other X
Description (1) use of - eyes (2) foot treadle on presses

21. Uniforms: Required X X Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc wk room Conv ✓ Bublr X San —
Tank X Cooler X Faucet ✓ Other X Cup com ✓ Ind X Kind enamel Supl Frm ✓
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2 fl 1	enamel sinks	wk	✓	✓	X	✓	X	—			
	Also may use stationary wooden tub in st. floor. Hot water available here										

24. Toilets: Kind plumb Sep ✓ Flush, hnd ✓ Auto. seat X Repr X (1) Plb Cl X (2) Pap X Inst X
Description both seats out of order Would not flush, 2 dark deposit

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
22 1	1	2	wk	wd	X	X	✓	X	X	✓	X	✓	X	(1) 2	(1) 2	✓
22 1	1	2	wk	wd	X	X	✓	X	X	✓	X	✓	X	(1) 2	(1) 2	✓

24a. Total number seats 2 cc Number women per seat 11
Clng: by girls — Men — Jant — Jantrs — Special person — No resp —
Swpt reg — Freq — Wrk hrs — : Scrub reg — Freq — Wrk hrs —
Special note (1) Light over partition from work room
Two small compartments side by side but entirely separate

SERVICE AND WELFARE

25. Lunchroom X Combined with — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr — If none, we mean Description —

26. Restroom X Combined with — Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, no provision Description —

27. Cloakroom X Combined with — Loc — Conv — Lkr — Shlv —
Hngr — Wl Hk — Seats — Cln — Lt Nat — Art — Vent ok — Supr —
If none, wash room Lkr X Shlv X Hngr X Wl Hk ✓
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call X 1st Aid remedies for burns
Chg of fore Med exam X Health rec X
Acc rec X ✓ Comp ✓ state Nature acc to wm burns
Special note —

29. Other Welfare:

* 11. Elevators one was scarcely more than a dumb-waiter, no enclosure around either and no trap in floor.

Alabama

General Mercantile

21 Schedules

919 4-12-9

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Birmingham

Factory Schedule 1

1. Name of Factory Steele Smith Dry Goods Co Address 1916 - 1st Ave.
Person interviewed Mr. J. S. Ennis
2. Product Dept store Position Mgr.
Mr. J. Courtney -

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	33	5	38	Men	X	X	X
Women	69	11	80	Women	X	X	X
Minors	X	X	X				
Total	102	16	118	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8.30 End 6 Lunch period 1 hr Rest period ___ Total 8½ (Mon. 9.)
Saturday:" 8.30 " 9 " " 1 hr Supper " 1 hr " 10½
Regular weekly number of days 6 Total weekly hours 52½ 53½
Daily: Begin — End — Lunch period — Rest period — Total —
Saturday:" — " — " " — " " — " —
Regular weekly number of days — Total weekly hours —

5. Seasonal: Feb 1921 - Sales before holidays & Christmas
Trade conditions.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other X Records ✓ Lab Trnv n. R.

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS 1
8. Number 1 Mat. part concrete part brick Entire ✓ Part ✓
Special roof construction X
Part 5 stories part 3 stories. part of 2nd floor is used by a ready to wear & millinery shop

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X X	✓	X	X	✓ ✓	X	lum	✓	✓	—
1	outside	X ✓	X	X	✓	✓ ✓	X	wood	✓	✓	—
											—

10. Exits: Outside no. 4 Open out X In 3 Slide 1 Obst ✓ Indr ✓ 2 Ext mrkd X
Well ✓ Firedoor ✓ Where Fitting workrooms Spklr ✓ Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. 4 Guard ✓ Oprt ✓ Empl.Rstrct X
Freight: No. 1 Guard ✓ Oprt ✓ Empl.Rstrct ✓

Agent H. M. H. Date 2-21-22

Steele Smith Dry Good Co

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
Sales.	B	cement	✓	✓	—	✓	wh.	2 yrs	✓	✓	2 yrs	✓
	1½	cement or with wd.	✓	✓	—	✓	lt gr.	2 yrs	✓	X	2 yrs	
	1½	wood	✓	✓	—	✓	lt gr.	2 yrs	✓	X	2 yrs	
	4	cement	✓	✓	—	✓	white shades	2 yrs	✓	X	2 yrs	
Soda fount. & lch.		cement	✓	✓	—	✓	white	2 yrs	✓	✓	2 yrs	X

12a. Arrangement (machines, material, tables) Basement badly crowded both for workers & public. 2nd floor aisle back of counter narrow

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other — no resp —
Scrubbed ✓ Wrk Hrs X Freq weekly : Swept ✓ Wrk Hrs ✓ Freq daily

14. Heating system: kind radiators location under aisle tables

15. Ventilation: App. o.k. ✓ Art ✓ Kind exhaust fan Loc basement

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	Position	A. Windows: Opq	Curt	Glare (rfl)	Ind	B. Artificial Light: Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
Sales.														
Basement	none	—	—	—	X	✓ Dn	X	glass ½	N.R	X	✓	none	X	—
1st floor	S.	X	awning X	X	X	✓ Df	X	opaque Df	X	X	✓	E.	gD.	—
2nd floor	S	X	✓	X	X	✓ Df	X	opaque Df.	X	X	✓	E	occ.	—
4th floor	S	X	✓	X	X	✓ Dn	X	glass ½	X	X	✓	see note E	occ.	—
Balcony bet 1 & 2 fl.	S.	X	X	X	X	✓ Df	X	opaque Df.	X	X	✓	Pub chair	gD.	—
Cashiers on all floors.		X	X	X	X	Df	X	opaque Df	X	✓	X	E	✓	—

18a. Special note (nat.lgt; art.lgt; seating) (A) Light comes only from front. Necessary to have artificial light all the time. (C) A number of rocking chairs were on 4th fl. aspect of loose furnishings. At time of inspection one employee was sitting in one.

(A) In Basement no windows, heavy glass let into sidewalk furnished a bit of light but no ventilation

Steele Smith Dry Goods

Factory Schedule 3

Add OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post ✓ Lift ✓ Press X Reach ✓ Speed X Other X
Description standing all day on cement floors. lifting + reaching heavy bolts of cloth

21. Uniforms: Required Soda Fountain Supplied ✓ Laundered by Firm ✓ Freq Daily

SANITATION

22. Drinking facilities: Loc (Basement) work room. 2nd fl. nearest room. Conv ✓ X Bublr X San X
Tank ✓ Cooler X Faucet X Other — Cup com ✓ Ind X Kind tin Supl Frm ✓
Description convenient for those in basement. also for those on 2nd floor.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
2nd fl. 1	3 white porc. basins	toilet room	✓	✓	X	✓	✓	X	X	✓	3-4 times daily
Pub balcony	2 white porc. basins	Toilet rm	X	✓	X	X	✓	X	X	Roller	n.R.

(1) for public but used by girls also

24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap X Inst X
Description —

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
69* 1	4	2	Cloak room	wd	✓	✓	X	✓	✓	✓	✓	X	✓	✓	✓	✓
Pub (1) 1	3	Balcony		wd	✓	✓	X	✓	✓	✓	✓	X	✓	✓	✓	X
col 1	1	2	col cloakroom	wood	✓	✓	✓	X	✓	✓	✓	X	✓	✓	✓	✓

24a. Total number seats col 1 wh. 4 and Public Toilet on balcony - Col. 11 Number women per seat White 18 17 1/4 minus *
Clng: by girls X Men X Jant X Jantrs ✓ Special person — No resp —
Swpt reg ✓ Freq daily Wrk hrs ✓: Scrub reg ✓ Freq daily Wrk hrs ✓
* Special note (1) Toilet on balcony is for public but girls use it constantly

Steele Smith Dry Goods

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with rest room & toilet Location 2 fl. Kind X
Equipment tables & chairs only Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, drnk only X Ckng conv X
Supr ✓ If none, also use public lunch room Description small unattractive.

26. Restroom ✓ Combined with cloak room & toilet Location 2 fl. Equip 1 bed.
chairs & lunch room used to sit down Cln ✓ Lt Nat X Art ✓ Vent ok ✓
Supr ✓ If none, Description —

27. Cloakroom ✓ Combined with rest & toilet Loc 2 fl. Conv ✓ Lkr X Shlv ✓
Hngr ✓ Wl Hk X Seats X Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr ✓
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description col maid in charge. All wraps etc checked. Hats, parcels etc kept in small box compartments. Works well kept.

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid ammonia etc.
Chg of girls Med exam X Health rec X
Acc rec ✓ Comp Maryland Casualty Co Nature acc to wm O
Special note —

29. Other Welfare:

10 (a) two rear exits on lower floor obstructed by boxes + general litter

(b) fire well - circular stairway from 5th fl to 2nd fl. entirely enclosed concrete looked dangerous - had triangular iron treads very small. also it ended on 2nd fl. Mr. Courtney who took agent around said he felt it was dangerous + that he himself would not use it, but it had been put in under direction of fire dept.

Take out 20¢ a week for benevolent Assn -

29. Benevolent Association is run entirely by employees. Firm has nothing to do with it beyond collecting the dues & turning it over to assoc.

92 4-12-2 ✓

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U. S. Department of Labor
WOMEN'S BUREAU
Washington

Cohen Bros

Factory Schedule 1

1. Name of Factory Cohen Bros. Address 2nd ave Birmingham Ala
Person interviewed Mr. J. Feis
2. Product Gen. Men's Store Position Supt

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	10	10	20	Men	X	X	X
Women	82	4	86	Women	X	X	X
Minors	1	1	2				
Total	93	15	108	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8:30 End 6 Lunch period 1 Rest period X Total 8½ ✓
Saturday:" 8:30 " 9 supper " 1 " " X " 10½ ✓
Regular weekly number of days 6 Total weekly hours ~~52½~~ 53 ✓

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Millinery - 4 seasons
Dull season for entire store from June thru Sept.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other mgr Records X Lab Trnv 7 R

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS 2
8. Number 2 Mat. Brick Entire ✓ Part 1 floor (3rd floor)
Special roof construction X
1) 3 stories
2) 1 floor of 3 story bldg.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	Inside (1)	X	✓	X	X	✓ ✓	✓ ✓	X	wood ✓	✓	X

Note (1) Stairs located in rear of store

10. Exits: Outside no. 2 Open out ✓ In X Slide X Obst X Indr ✓ (1) Ext mrkd X
Well X Firedoor ✓ Where 3rd floor - annex Spklr ✓ Extg ✓ Bkt X Hose X
(1) Stairs not continuous, in different main bldg. on each floor.

11. Elevators: Passenger: No. 1 Guard — Oprt ✓ Empl. Rstrct X
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent Edith Bonham Edith Kuhnert Date 8/23/22

Colleen Bros
B'ham

Factory Schedule 2

WORKROOMS

12. Dept.	Fl	A. Floors: Material	A. Floors: Repair	A. Floors: Cln	A. Floors: Other	B. Walls: Repair	B. Walls: Col	B. Walls: ClnFrq	C. Ceilings: Repair	C. Ceilings: Low	C. Ceilings: ClnFrq	Crdng
Salesroom	3	Wood	✓	✓	×	✓	Bull Shelves	1-2 yrs	✓	×	1-2 yrs	×
Alteration	Bal	Wood	✓	✓	×	✓	Bal	1-2 yrs	✓	✓	1-2 yrs	×
Salesroom	2	Carpeted	✓	✓	×	✓	Bal Shelves	1-2 yrs	✓	×	1-2 yrs	×
Salesroom	1	Wood	✓	✓	×	✓	Shelves	1-2 yrs	✓	×	1-2 yrs	×

12a. Arrangement (machines, material, tables) ×

13. Clngd: by girls ✓ men × cleaners, wmn × men ✓ other × resp ✓
Scrubbed ✓ Wrk Hrs × Freq 1-wk : Swept ✓ Wrk Hrs × Freq daily

14. Heating system: kind Radiators location under tables & counters

15. Ventilation: App. o.k. ✓ Art ✓ Kind Fans (small) (in grates + Paddle) Loc Ceiling, on top of shelves

16. Special problem: Heat × Cold × Dust × Lint × Humid ×
Fumes × Other × Description ×

17. Hazard: (workroom) Floor ✓ Placing of Material × Transmission Machinery ×
Description ×

OCCUPATIONS

18. Occ.	A. Windows: Position	A. Windows: Opq	A. Windows: Curt	A. Windows: Glare (rfl)	B. Artificial Light: Ind	B. Artificial Light: Ceil	B. Artificial Light: Grp	B. Artificial Light: Shades (kind)	B. Artificial Light: Glare (rfl)	C. Seating: Sit	C. Seating: Std	C. Seating: Kind	C. Seating: No ok	C. Seating: Foot rest
Sales	mis	✓	✓	×	×	df	×	Opq	×	×	✓	E	Pub Occ *	×
Ready to wear Millinery	mis	✓	✓	×	×	df	×	Opq	×	×	✓	Chairs	Pub	×
Elevator opr	×	×	×	×	×	df	×	Opq	×	✓	✓	E	✓	×
alterations	FS	✓	✓	×	dr dp	df	×	Opq	✓	✓	×	A	✓	×
Not Sig V	not	adequate	in	rear	of	store								

18a. Special note (nat.lgt; art.lgt; seating) * girls may do use stools provided for customers whenever work permits; they were using these public stools in all depts. at time of survey.

Colleen Bros
B'ham,

Factory Schedule 3

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine ___ Handling hot, poisonous or corrosive material ___
Handling tool or object ___ Other ___ Description ___

20. Strain: Eye ___ Post ___ Lift ___ Press ___ Reach ___ Speed ___ Other Standing
Description ___

21. Uniforms: Required ___ Supplied ___ Laundered by Firm ___ Freq ___

SANITATION

22. Drinking facilities: Loc Workroom-ea. floor Conv ✓ Pub Bublr ✓ San ✓
Tank ✓ Cooler ✓ Faucet ✓ Other ✓ Cup com ✓ Ind ✓ Kind glass Supl Frm ✓
Description ✓

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
1	1 enamel basin	T. Pm	✓	✓	✓	✓	✓	✓	✓	✓	1 a day or more as needed

3rd

Used by all women employees + public

24. Toilets: Kind Plbc Sep ✓ Flush, hnd ✓ Auto. seat ✓ Repr ✓ Plb Cl ✓ Pap ✓ Inst ✓
Description Used by all women employees + public

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
1	3	3	off workroom + restroom	Cement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

white 90 + public

24a. Total number seats 3 Number women per seat 30 and Public + 4 col.
Clng: by girls ✓ Men ✓ Jant ✓ Jantrs ✓ Special person ✓ No resp ✓
Swpt reg ✓ Freq D. Wrk hrs ✓ : Scrub reg ✓ Freq Col. Wrk hrs ✓
Special note ___

Colleen Bros.

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with ✗ Location 3rd floor Kind Not a cafeteria
Equipment see description Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, drnk only ✗ Ckng conv ✗
Supr ✗ If none, ✗ Description long shelves, tables + benches on two sides of small room, clean but barren-looking. Not used much.

26. Restroom ✓ (1) Combined with toilet rm Location 3rd (2) Equip chairs, table, lounge
Cln ✓ Lt Nat ✓ (2) Art ✓ Vent ok ✓
Supr ✗ If none, ✗ Description (1) used also by girls in (2) natural light faint - only that seeped thru the open door to the toilet room, the door which to the sales room

27. Cloakroom ✓ Combined with ✗ Loc 3rd Conv ✓ Lkr ✗ * Shlv ✓
Hngr ✗ Wl Hk ✗ Seats ✗ Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr ✗
~~If none,~~ ~~[illegible]~~ Lkr ✗ Shlv ✗ Hngr ✗ Wl Hk ✗
Description * maps are checked

28. Health Service: Hosp ✗ Chg of ✗ Dr reg ✗ On call ✓ 1st Aid simple remedies
Chg of man in charge Med exam ✗ Health rec ✗
Acc rec ~~[illegible]~~ Comp ✗ Kind not Nature acc to wm See special note
Special note * occasional falling down stairs - no last time.

29. Other ~~Welfare:~~

~~Previous to 1921, the store was closed Thursday afternoons during July + August. No plans have yet been made for 1922.~~

Days off during 1921 (all holidays paid for.)
New years
Fourth of July
Oct 3 } Jewish
Oct 10 } holidays
Nov 11 (1/2) Armistice day
Nov 25 (1/2) Thanksgiving
Dec 25 (Dec. 26 given since 25 was sunday)

a 11 18-12-2

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Montgomery Fair Address Montgomery Ala.
Person interviewed Ashley, Vice Pres.
2. Product Retail Dept Store Position Danziger - Pres.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	42	19	61	Men	X	X	X
Women	63	2	65	Women	X	X	X
Minors	X	X	X				
Total	105	21	~~107~~ 126	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8.30 End 6 Lunch period 1 hr Rest period X Total 8½
½-Saturday:" 10.30 " 9 " " 1 hr Dinner 1 hr " 8½
Regular weekly number of days 6 Total weekly hours 51
½-Saturday: Begin 8.30 End 6 Lunch period 1 hr Rest period X Total 8½
Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: One month before Christmas - very busy

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Mgr Records X Lab Trnv NS

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS
8. Number 1 Mat. Brick Entire ✓ Part X
Special roof construction 2 large sky lights.
4 stories plus basement.

9. Stairways:

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat.	Clean	Rpr o.k	Other
1	Inside	XX	X	X	✓✓	✓ ✓	X	wood	✓	✓	X

10. Exits: Outside no. 4 Open out ✓ In X Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt ✓ Hose X

11. Elevators: Passenger: No. 3 Guard ✓ Oprt ✓ Empl.Rstrct X
Freight: No. X Guard — Oprt — Empl.Rstrct —

Agent K B Jennison Date April 12 - 1922

ROOMS

12. Dept.	Fl	A. Floors Material	Repair	Cln	Other	B. Walls Repair	Col	ClnFrq	C. Ceilings Repair	Low	ClnFrq	Crdng
Sales	Basement	Concrete	✓	✓	×	✓	tan	1 a yr	✓	×	1 a yr	×
Sales	1	Wood	✓	✓	×	✓	tan	1 a yr	✓	×	1 a yr	×
alteration and Sales	2	wood with carpet strips	✓	✓	×	✓	tan	1 a yr	✓	×	1 a yr	×
Sales	4	wood with carpet strips	✓	✓	×	✓	tan	1 a yr	✓	×	1 a yr	×

12a. Arrangement (machines, material, tables) Store was planned for "5 aisle store". Putin only 4. making wide aisles + from 2½ to 3 ft behind all counters. No crowding

13. Clngd: by girls X men X cleaners, wmn X men ✓ other X ~~no~~ resp ✓
Scrubbed ✓ Wrk Hrs ✓ Freq 1 a wk : Swept ✓ Wrk Hrs ✓ Freq 3 a day

14. Heating system: ✓ kind steam pipes location overhead

15. ✓ Ventilation: ✓ App. o.k. ✓+ Art ✓ Kind 2 exhaust fans starting from basement - Electric fans - Loc throughout -

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description -

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description -

OCCUPATIONS

18. Occ.	A. Windows Position	Opq	Curt	Glare (rfl)	B. Artificial Light Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating Sit	Std	Kind	No ok	Foot rest
Sales	Misc	X	✓	X	X	df	X	opaque	X	X	✓	A	✓	X
Alterations	B	X	✓	X	dr	X	X	green plain	X	✓	X	A	✓	X

18a. Special note (nat.lgt; art.lgt; seating) Seating - "a chair a piece - Been in business 30 years" and knows he "has a steady efficient force - they aren't lazy - and when a customer comes in they come forward - between times they sit". Finds the Saturday shift works. & no girls work more than an 8½ hour day.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye X Post X Lift X Press X Reach X Speed X Other X
Description X

21. Uniforms: Required X X Supplied — Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc 2 each floor Conv ✓ Bublr X San —
Tank X Cooler ✓ Faucet ✓ Other X Cup com X Ind ✓ Kind glass Supl Frm girls supply
Description girls keep own glass where they work.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
Fl. 4 1	2 porcelain basin	✓	✓	✓	✓	✓	✓	X	X	✓	4 times day

24. Toilets: Kind Plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description X

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
63 wht +22 of wm 1	4	2	off wkrm	wood	✓	✓	X	✓	✓	✓	✓	X	X	✓	✓	✓+
2 col 1	2	4	off wkrm	wood	✓	✓	X	✓	✓	✓	✓	✓	X	✓	✓	✓+

24a. Total number seats Wht 4 (Col 2) Number women per seat 21 1/4 including 22 Office
Clng: by girls X Men X Jant X Jantrs ✓ Special person X ~~No~~ resp ✓
Swpt reg ✓ Freq 4 times day Wrk hrs ✓ : Scrub reg ✓ Freq 2 " wk Wrk hrs ✓
Special note Toilets very clean.

Public rest room & toilet room — separate.

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with restroom Location off wk rm Kind not cafeteria
Equipment table chairs - gas burners Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, drnk only X Ckng conv gas burners - dishes
Supr X If none, — Description —

26. Restroom ✓ Combined with lunch room Location 4th fl. off wk rm Equip bed - & 2 benches with cushions - rocking chairs Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓
Supr X If none, — Description —

rest & lunch

27. Cloakroom ✓ Combined with X Loc off restrm. Conv ✓ Lkr ✓ Individual with keys Shlv ✓
Hngr ✓ Wl Hk X Seats ✓ Cln ✓ Lt Nat ✓ Art ✓ Vent ok ✓ Supr X
If none, — Lkr — Shlv — Hngr — Wl Hk —
Description —

28. Health Service: Hosp X Chg of — Dr reg X On call ✓ 1st Aid X
Dr's office next door - Chg of — Med exam X Health rec X
Acc rec for Ins. Co. Comp State Bd Nature acc to wm No accidents to women - Special note —

29. Other Welfare: When building was planned - president said ventilation should be one major consideration - City hot nine months of year - make for efficient selling force and cheerful public"

✓ Deemed to have ~~that~~ built seating, hours, ventilation from the start - & to have demonstrated ~~that~~ he could at the same time operate a successful business -

✓ Vacation - 1 wk with pay -

a13 4-12-3

162

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Louis Pizitz Dry Goods Address 2nd Ave & 19th St. Birmingham Ala.
Person interviewed Mr. J. W. Pistor Controller
2. Product Dept Store Position Mr. P. D. Pinckus Emp Mgr

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	41	11	52	Men	X	X	X
Women	114	13	127	Women	X	X	X
Minors	0	0	0				
Total	155	24	179	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8:30 End 6:00 Lunch period 1 hr Rest period X Total 8½
Saturday:" 8:30 " 9:00 " " 1 hr " " 1 hr aft per 10½
Regular weekly number of days 6 Total weekly hours 53

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Busy months Mar Apr & Oct, Nov & Dec
Regular occurance

6. Employment policy:
Employment manager ✓ Centr Method, supt. foreman other — Records ✓ Lab Trnv N.R.
Complete records of name age, schooling & experience. References required from 2 people before hiring. Emp. mgr. deals hires & transfers.

7. Subcontract shop X
Home work process X In plant — Same rates — Var —

BUILDINGS 1

8. Number 1 Mat. brick Entire ✓ Part X
Special roof construction skylight on 3 story part.
Part of bldg 2 story, part 3 story and part 4 story. Occupied entire building in each part. Had been acquired from time to time.

* 9. Stairways:

No.	Location	Open	Encl Wall	Winding	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
1	inside	X	X wd	X	✓	✓	X	wd	✓	✓	—
1	inside	X	X wd	X	✓	✓	X	wd	✓	✓	—
1	inside	X	X wd	X	X	✓	X	wd	✓	✓	—
1	inside	X	X wd	X	✓	✓	X	wd	✓	✓	—

* Only one stair lead from 4th floor. The well lead from 3rd to 1st floor.

10. Exits: Outside no. 4 Open out 1 In 3 Slide X Obst X Indr X Ext mrkd ✓ all
Well ✓ Firedoor ✓ Where between wk rm & stair in mid of bldg Spklr ✓ Extg ✓ Bkt X Hose ✓

11. Elevators: Passenger: No. 4 Guard ✓ Oprt ✓ Empl. Rstrct X
Freight: No. 1 Guard ✓ Oprt ✓ Empl. Rstrct ✓

Agent M. H. Turner Date Feb 21-22-1922

Rejity Dry Good B'ham

Factory Schedule 2

KROOMS

12. Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
stations move the lines clothing apart sales floor	1	wood	✓	✓	—	* ✓	lt grey	monthly	* ✓	X	N.P.	X
mill sales & wholesale ready made sales & wholesale	2	wood	✓	✓	—	* ✓	grey	ice pm	* ✓	X	N.P. " "	X
carpets & under wear sales	3	wood "	✓	✓	—	✓	grey	ice pm	✓	X	N.P. " "	X
office	4	wood	✓	✓	—	✓	grey	ice pm	✓	X	N.P.	X

12a. Arrangement (machines, material, tables) Aisles were wide enough stools could stand in aisles and still leave room to move around

13. Clngd: by girls ✓ men X cleaners, wmn ✓ men ✓ other — ~~no~~ resp ✓ (Elevator girls)
Scrubbed ✓ Wrk Hrs X Freq weekly "ice" Swept ✓ Wrk Hrs ✓ Freq serves all times day.

14. Heating system: kind steam & gas & coal stove location steam heat in main store around walls; gas & coal stove in 2 story part.

* 15. Ventilation: App. o.k. ✓ Art ✓ Kind Elec fans & exhaust Loc on 1st, 2nd, 3rd & 4th fl.

16. Special problem: Heat X Cold X Dust X Lint X Humid X
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	Ind	B. Artificial Light: Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
1st fl sales	misc	✓	X	X	X	D.f. ✓	Dr ✓	translucent globes	✓ *	X	✓	E g d	✓	✓ *
2nd fl sales (mill & alt)	misc	X	E W d	X	X	D.f. ✓	X	" globes	X	X	✓	" "	✓	✓
2nd fl wkrms	B+d	X	d	X	Dr ✓	Dr ✓	X	frosted bell	X	✓	X	B	✓	X
3rd fl sales	misc	X	E W d	X	X	D.f. ✓	X	translucent globes	X	X	✓	E g d	✓	✓

18a. Special note (nat.lgt; art.lgt; seating)

* Would be a glare from unshaded light on 1st floor over the counters were it not group lights are shaded and hang low over counter.

* Stools behind counters, folding could be pushed under counter use steps of ladder part for foot rests.

Pojitz Dry Goods - B'ham

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye ✓ Post X Lift X Press X Reach X Speed X Other X
Description Possible eye strain on 1st floor where insufficient lights hung over counter.

21. Uniforms: Required X X Supplied X Laundered by Firm — Freq —

SANITATION

22. Drinking facilities: Loc sales room each Conv ✓ Bublr X San X
Tank X Cooler ✓ Faucet ✓ Other — Cup com X Ind ✓ Kind glass Supl Frm X
Description In summer there was cooler in each wk room & in each sales room.

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
3rd fl 1	white porc. basin	✓	✓	X	✓	✓	X	X	✓		3 or 4 times per day
2nd fl 1	" " "	✓	✓	X	✓	✓	X	X	✓		" " " "

* 24. Toilets: Kind plumbing Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description Toilet on 3rd floor for employees only. On 2nd floor for girls & public

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Seat encl	Nat vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
105 wh 3 col P 1	3	2	off sales	Bing wd	✓	✓	X	✓	✓	✓	✓	✓	—	✓	✓	—
9 1	1	3	sales	wd	X	✓	✓	X	✓	X	✓	X	—	✓	✓	—

24a. Total number seats ~~1~~ 3 Number women per seat ~~9~~ ~~#P~~ 35 wh + 4/3 col + P.
Clng: by girls X Men X Jant X Jantrs ✓ Special person X No resp ✓
Swpt reg ✓ Freq sorta wrk Wrk hrs ✓ : Scrub reg ✓ Freq dec Wrk hrs ✓
Special note
* Toilet facilities very inadequate. All girls in store use the toilet on 2nd floor except about 9 on the 3rd floor who use the toilet on 3rd floor. In addition the public uses the toilet on 2nd floor.

Pizitz Dry Goods B'ham

Factory Schedule 4

SERVICE AND WELFARE

25. Lunchroom X Combined with X — Location — Kind —
Equipment — Cln — Lt Nat — Art — Vent ok —
Prov. hot food, X drnk only X Ckng conv X
Supr X If none, Public lunch room Description a small lunch counter on 1st floor. Girls allowed to patronize.

* 26. Restroom X Combined with X Location — Equip —
Cln — Lt Nat — Art — Vent ok —
Supr — If none, May not in actual sales rooms Description Small rooms on 1st fl balcony. Only to be used by girls. Victrolas may be used by girls.

27. Cloakroom ✓ Combined with X Loc off shipping room 1st fl. Conv ✓ Lkr X Shlv X.
Hngr X Wl Hk ✓ Seats ✓ Cln ✓ Lt Nat X Art ✓ Vent ok X Supr ✓ shipping clerks
If none, On 2nd & 3rd fl hang wraps in stock Lkr X Shlv X Hngr X Wl Hk ✓
Description closet room only on 1st floor used only by 1st floor employees.

28. Health Service: Hosp X Chg of X Dr reg X On call ✓ 1st Aid ✓
Iodine, headache medicine etc. Chg of Sec Med exam X Health rec X
Acc rec ✓ Comp ✓ Nature acc to wm N.R.
Special note Employees dance benefit Association entirely supported and run by the employees. Are classed according to wage and benefits are arranged by classes according to payments.

29. Other Welfare: none.

12 B. Walls & ceilings in 2 story section were old & discolored, very old section of building.

15. Exhausts in wall of work room.

~~* 24. Toilet on 2nd floor is used by all girls in store except about 9 on 3rd floor who use the one on 3rd floor. The public also uses toilet on 2nd floor.~~

* 26 Girls are allowed to use victrola rooms at noon if they do not go out to lunch.

a1 4-12-1.

62

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Factory Schedule 1

1. Name of Factory Burgess Shoe Goods Co. Address 2nd Ave Birmingham Ala
Person interviewed Mrs Leo Karpels
2. Product Shoe goods for Men Position Office Mgr.

3. Number employed:

	DAY White	DAY Colored	DAY Total		NIGHT White	NIGHT Colored	NIGHT Total
Men	26	15	41	Men	X	X	X
Women	111	2	113	Women	X	X	X
Minors	X	X	X				
Total	137	17	154	Total	X	X	X

4. Firm's scheduled hours:
Daily: Begin 8.30 End 6.00 Lunch period 1 hr Rest period — Total 8½
Saturday:" 8.30 " 6.00 " " 1 hr " " — " 8½
Regular weekly number of days 6 Total weekly hours 51

Daily: Begin X End X Lunch period X Rest period X Total X
Saturday:" X " X " " X " " X " X
Regular weekly number of days X Total weekly hours X

5. Seasonal: Busier at Christmas Time - take on 15 more extra help at that time.

6. Employment policy:
Employment manager X Centr Method, supt. foreman other Mgr Records X Lab Trnv N.R.
Mgr lives general sales. Office mgr looks after to and fro after consultation with mgr.

7. Subcontract shop X
Home work process X In plant X Same rates X Var X

BUILDINGS 2 buildings
8. Number 2 Mat. brick Entire ✓ Part X
Special roof construction X

All of 4 story building and all stories of a 2 story building connected by large
9. Stairways: archways on 1st & 2nd floor called annex.

No.	Location	Open	Encl Wall	Wind-ing	Nat. lt adqt	Hnd rl o.k.	Nar	Mat	Clean	Rpr o.k	Other
	from 4th to 1st										
in 4 story 1	inside	X/✓	X	X	✓/✓	✓/✓	X	wd	✓	✓	—
	2nd to 1st										
annex 1	inside	X/✓	X	X	✓/✓	✓/✓	X	wd	✓	✓	—
	bldg comp to 1st										
1	inside	X/✓	X	X	✓/✓	✓/✓	X	wd	✓	✓	—

10. Exits: Outside no. 4 Open out 2 In 2 Slide X Obst X Indr X Ext mrkd X
Well X Firedoor X Where — Spklr X Extg ✓ Bkt X Hose X

11. Elevators: Passenger: No. 2 Guard ✓ Oprt ✓ Empl. Rstrct X
Freight: No. X Guard — Oprt — Empl. Rstrct —

Agent M. H. Turner Date Mar. 23. 1922

ROOMS

Dept.	Fl	A. Floors: Material	Repair	Cln	Other	B. Walls: Repair	Col	ClnFrq	C. Ceilings: Repair	Low	ClnFrq	Crdng
notions							lt	4 times		*	4 times	
→ hdqrs	1st	wood	✓	✓	—	✓	grey	yr	✓	X	yr	✓
corsets							lt	4 times			4 times	
annex → waists	2nd	wood	✓	✓	—	✓	grey	yr	✓	X	yr	X
wear							lt	4 times	✓		4 times	
readyto	3rd	wood	✓	✓	—	✓	grey	year		X	yr	X
work room							lt	4 times	✓		4 times	
stock	4th	wood	✓	✓	—	✓	grey	year		X	yr	X

* 12a. Arrangement (machines, material, tables) The store was not well arranged on 1st floor. Stock much piled up and crowded, confused appearance

13. Clngd: by girls X men X cleaners, wmn ✓ men ✓ other — no resp ✓
Scrubbed ✓ Wrk Hrs X Freq 2 ce yr : Swept ✓ Wrk Hrs ✓ Freq 1 ce da.

14. Heating system: kind ✓ steam radiators location around rooms at ends of counters

* 15. Ventilation: App. o.k. X Art ✓ Kind fans Loc in most of work rms
* see note on 16

16. Special problem: Heat ✓ Cold X Dust X Lint X Humid ✓
Fumes X Other X Description —

17. Hazard: (workroom) Floor X Placing of Material X Transmission Machinery X
Description —

OCCUPATIONS

18. Occ.	A. Windows: Position	Opq	Curt	Glare (rfl)	B. Artificial Light: Ind	Ceil	Grp	Shades (kind)	Glare (rfl)	C. Seating: Sit	Std	Kind	No ok	Foot rest
* 1st & 2nd sales	misc	X	X	X	X	dr * df	X	opaque globes	X	X	✓	E occ	X	X
3rd sales	misc	X	X	X	X	df	X	opaque globes	X	X	✓	J pub	X	X
4th wk room	S f	X	X	✓	dr ✓	dr	dr ✓	green flors	X	✓	X	B & E	✓	X

* 18a. Special note (nat.lgt; art.lgt; seating) There was not enough windows & artificial lights on all the time all over store. Windows only in front. On 1st floor in addition to diffused light there were a few high powered electric lights with pan shaped shades. The same condition applied to the annex. Windows only in front. The only exception was the 4th floor where the work rooms were there the windows in rear served the work room.

OCCUPATIONS (cont)

19. Hazard: (occupation) Machine X Handling hot, poisonous or corrosive material X
Handling tool or object X Other X Description —

20. Strain: Eye ✓ Post ✓ Lift X Press X Reach X Speed X Other X
Description Eye strain because constantly working under electric light. Strain of standing not enough seats.

21. Uniforms: Required X X Supplied X Laundered by Firm X Freq X

SANITATION

22. Drinking facilities: Loc in each wk room Conv ✓ Bublr ✓ San X
Tank X Cooler ✓ Faucet X Other — Cup com — Ind — Kind — Supl Frm —
Description —

23. Washing facilities:

No.	Kind	Conv	Cln	Repr	Hot W	Soap	Towels	Indiv	Paper	Com	Freq
annex 2nd fl. 1	1 white basin	✓	✓	✓	X	✓	✓	✓	✓	X	kept supplied.
2nd floor 4 story 1	pub + 10 office 2 white basins	✓	✓	✓	X	✓	✓	✓	✓	X	kept supplied.
4th floor 4 story 1	1 white basin	✓	X	✓	X	✓	✓	✓	✓	X	kept c. supplied.

24. Toilets: Kind flush Sep ✓ Flush, hnd ✓ Auto. seat X Repr ✓ Plb Cl ✓ Pap ✓ Inst X
Description Toilets were not dirty but disorderly trash lying around. Plumbing was old but looked as though cleaned often.

No. rooms	Total no. seats	Fl	Loc.	Mat fl	Scrn	Deg	Sngl seat rm	Row in room	Room ceil	Nat Seat encl	Vent o.k.	Vent oth room	Art vent o.k.	Lgt nat o.k.	Lgt art	Clean
annex 2nd fl. 1	1	2	w room	wd	✓	X	✓	X	X	✓	✓	X	X	✓	✓	✓ *
7 4 white + Pub 10 off. 2nd fl. 1	3	2	w room	tile	✓	✓	X	✓	✓	✓	✓	X	X	✓	✓	✓
14 white 1	1	4	stock room	wd	X	X	✓	X	✓	✓	✓	X	X	✓	✓	X
					1 3P						25 28/3P					

24a. Total number seats 1 Number women per seat 14
Clng: by girls X Men X Jant X Jantrs ✓ Special person — No resp ✓
Swpt reg ✓ Freq 1 ce da Wrk hrs ✓ : Scrub reg ✓ Freq 1 ce da Wrk hrs ✓
Special note The toilets on 2nd fl annex & 4th floor in 4 story bldg were very old. Plumbing old. The one on 4th floor was dirty and neglected looking. The one where the public used as well as girls was better but was much over crowded. Most of the girls in stores as well as the public used toilet on 2nd floor.

SERVICE AND WELFARE

25. Lunchroom ✓ Combined with rest room Location 4th floor Kind ✗
Equipment table & chairs Cln ✗ Lt Nat ✓ Art ✓ Vent ok ✓
Prov. hot food, ✗ drnk only ✗ Ckng conv ✗
Supr ✗ If none, — Description Very dark dark looking room looked as though very little used. Dusty, no rug, no curtains or anything to make it cheerful.

26. Restroom ✓ Combined with lunchroom Location 4th floor Equip couch & chairs
Cln ✗ Lt Nat ✓ Art ✗ Vent ok ✓
Supr ✗ If none, — Description Couch old, no pillows nor cover. All dusty and neglected looking.

27. Cloakroom ✓ Combined with ✗ Loc 1st floor annex Conv ✓ Lkr ✗ Shlv ✗
Hngr ✓ Wl Hk ✓ Seats ✗ Cln ? * Lt Nat * ✓ Art ✓ Vent ok ✗ Supr ✗
If none, none for girls on 2nd & 3rd fl Lkr ✗ Shlv ✗ Hngr ✗ Wl Hk ✓
Description girls on 2nd & 3rd floors hang wraps in stock cupboards & corners. Cloak room was so dark could not see whether it was clean or not only one small window; not enough light or air

28. Health Service: Hosp ✗ Chg of — Dr reg ✗ On call ✓ 1st Aid ✓
a few remedies in office Chg of asst mgr Med exam ✗ Health rec ✗
Acc rec ✗ Comp ✗ Nature acc to wm no special kind
Special note —

29. Other Welfare: none.

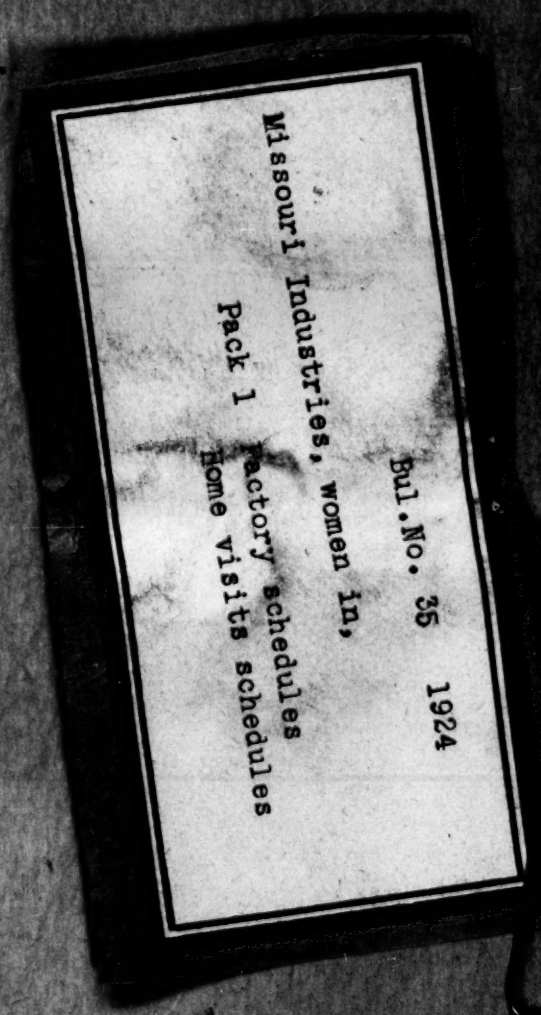
12# The ceiling in the balcony on 1st floor was very low very warm and close. The office was on this balcony and the girls who worked here were crowded up. No windows here and no ventilation was seen any where very close and warm on day of visit.

15# The ventilation was very poor in all parts of store not enough windows and not enough artificial ventilation to help any. Would be very warm in summer especially the balcony on 1st floor see note #12.

Missouri

Bags

5 Schedules



178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

1-1-1

ST LOUIS

1. Name of Factory Bemis Bro. Bag Co. Address 601-S-4th St.
Person interviewed Mr. Braswell Supt
2. Product Cotton, Burlap & Paper Bags Position Mr. Carpenter - Mgr.
Miss Delmert - Empl. Mgr.

3. Number employed:

Early Pay Date Jan 12-1922

	White	Colored	Total
Men	124	16	140
Women	237	24	261
Minors	31	X	31
Total	392	40	432

Late Pay Date Apr. 26-22

	White	Colored	Total
Men	150	15	165
Women	215	34	249
Minors	8	X	8
Total	~~365~~ 373	49	422

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7.15 End 5-00 Lunch period 45 min Rest period X Total 9
Saturday: " 7.15 " 12.15 " " X " " X " 5
Regular weekly number of days 6 Total weekly hours 50

Late Pay Roll

Daily: Begin 8.15 End 5 Lunch period 45 min Rest period X Total 8 4
Saturday: " 8.15 " 12.15 " " X " " X " 5
Regular weekly number of days ~~6~~ 5½ Total weekly hours ~~45~~ 44

1st shift

5. Seasonal: June to November busiest - due to harvest season

6. Wages:
Length of pay period weekly
Deductions X

Bonus Bonus on amt produced over a certain amt. Also wage premium paid every 6 months. Based on length of service, attendance + amt earned (P.T.)
Commissions

Overtime pay X
Basis of payment irregular X
Under time. Plant has worked very few full time weeks during the entire year. E.P. plant averaged about 30 or 32 hrs per wk. L.P. average was about 42 hrs. The 45 hr. wk is not their regular working period. But they have cut it to that for the present because of dullness
Vacation - with pay ~~to ladies and a few~~ men on flat rate, get rec. without pay X

7. Employment policy:
Employment manager ✓ Centr. Method, supt., foreman, other X Records ✓
Labor Turnover 5.8% for 4 wk period ending Apr 14-1922. Total quits divided by total number of workers on pay roll.

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date 5-10-22 Agent H. M. H.

during the six months. 1st premium 6 months length of service is 5%
increases 1½% each year up to 10yrs and over there it is 20%.

Missouri

Food Products

13 Schedules

Food No 592 Workers did not remain through period 1-7-8

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

St. Louis

1. Name of Factory Lower Nut Products Co. Address 3332 Chouteau Ave
Person interviewed Mr. C. M. Corbett
2. Product Shelled Pecans etc Position Mgr.

3. Number employed:

Early Pay Date Jan 14, 1921	White	Colored	Total	Late Pay Date Apr 28	White	Colored	Total
Men	3	2	5	Men	3	2	5
Women	5	144	149	Women	X	214	214
Minors	X	1	1	Minors	X	1	1
Total	8	147	155	Total	3	217	220

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 1 hr Rest period X Total 8 1/2
Saturday: " 7.30 " 12.00 " " X " " X " 4 1/2
Regular weekly number of days 6 Total weekly hours 47

Late Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 1 hr Rest period X Total 8 1/2 ✓
Saturday: " 7.30 " 12 " " X " " X " 4 1/2 ✓
Regular weekly number of days 5 1/2 Total weekly hours 47 ✓

5. Seasonal: Beginning November, summer & early fall not so busy.

6. Wages:
Length of pay period 1 wk
Deductions X
Bonus X
Commissions X
Overtime pay regular rate.
Basis of payment irregular
10¢ per lb for halves, 5¢ for pieces.
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover

8. Subcontract shop: X
Home work process X In plant X Same rates X Var Y

Date May 22, 1922 Agent Mary H. Turner.

Food

1-7-5

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
ST. LOUIS

1. Name of Factory H & R Coffee Address 10th & Spruce St.
Person interviewed Mr. Tuberry
2. Product Coffee Position Foreman
Mr. Rawlings - Sec.

3. Number employed:

	Early Pay Date Jan 7-1921				Late Pay Date Apr. 29-22		
	White	Colored	Total		White	Colored	Total
Men	35	9	44	Men	31	8	39
Women	20	X	20	Women	23	X	23
Minors	X	X	X	Minors	X	X	X
Total	55	9	64	Total	54	8	62

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 1 " " X " " X " 5 1/2
Regular weekly number of days 5 5/6 Total weekly hours 50 1/2

Late Pay Roll
Daily: Begin 7.30 End 5 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 1 " " X " " X " 5 1/2
Regular weekly number of days 5 5/6 Total weekly hours 50 1/2

5. Seasonal: June - Sept - duller.

6. Wages:
Length of pay period weekly
Deductions X
Bonus ✓ 5% bonus on amt. earned during year.
Commissions X
Overtime pay X
Basis of payment irregular X
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover X

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date 5-12-22 Agent N. M. H.

Missouri

Tobacco

3 Schedules

Tobacco

1-11-1

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Christian Peper Tobacco Co. Address St. Louis
Person interviewed Mr. C. Peper
2. Product Plug, twist & smoking tobacco Position Prop.

3. Number employed:

Early Pay Date 1/22/1921	White	Colored	Total	Late Pay Date 4/29/1922	White	Colored	Total
Men	25	20	45	Men	24	16	40
Women	26	92	118	Women	21	48	69
Minors	1	—	1	Minors	2	—	2
Total	52	112	164	Total	47	64	111

Over

4. Firm's scheduled hours: Over for revised hrs later

Others (not stemmers) 7:30 5:00 Early Pay Roll ½ hr — 9

Stemmers Daily: Begin 7:00 End 4:00 Lunch period ½ hr Rest period — Total 8½
Saturday: " 7. " 12. " " — " " — " 5-
Regular weekly number of days 5½ Total weekly hours 47½ and 50

Late Pay Roll – Same –
Daily: Begin End Lunch period Rest period Total
Saturday: " " " " " " " "
Regular weekly number of days Total weekly hours

5. Seasonal: Sept. to Dec., and Jan. to Apr. are busiest - Not dull in summer
1921 a poor year - Ran 4 days a week most of the time.
Stemmers often are through the days work at 3 P.M.

6. Wages:
Length of pay period 1 week
Deductions Lose 25¢ a day for unexcusable absence when needed by company. This is called an "attendance bonus"
Bonus For stemmers for production up to Jan. 1922.

Commissions —

Overtime pay None
Basis of payment irregular ×

Vacation - with pay × without pay ✓

7. Employment policy:
Employment manager × Centr. Method, supt., foreman, other ✓ Records
Labor Turnover ace steady except stemmers

8. Subcontract shop: ×
Home work process — In plant — Same rates — Var —

Date 5/23/1922 Agent M.R.L.

Hours [illegible] - taken from Questionnaire - See #71

	Others - 24 women		Stemmers - 32 women		Smoking Dept. - 17 women	
Begin	7:30	7:30	7:30	7:30	7:30	7:30
End	5:00	12:00	4:00	11:30	4:00	12:00
Lunch	30 min.		30 min		30 min	
Daily	9	4½	8	4	8	4½
Weekly	49½		44		44½	

41 men
73 women
114 Total.

178 Tobacco 1-11-2

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Liggett & Myers Address St. Louis
Person interviewed Mr. Ben Carroll
2. Product Tobacco - Plug, Twist, Fine Cut. Position Auditor
Mr. Noland, Mgr.

3. Number employed:

Early Pay Date Jan 12, 1921	White	Colored	Total	Late Pay Date Apr. 26 1922	White	Colored	Total
Men	1197	31	1228	Men	1307	24	1331
Women	1281	227	1508	Women	1167	186	1353
Minors	44	—	44	Minors	67	—	67
Total	2522	258	2780	Total	2541	210	2751

2684

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7 End 4:30 Lunch period 1/2 Rest period — Total 9
Saturday: " 7 " 12 " " — " " — " 5
Regular weekly number of days 5 1/2 Total weekly hours 50

Late Pay Roll
Daily: Begin 7 End 4:30 Lunch period 1/2 Rest period — Total 9 ✓
Saturday: " 7 " 12 " " — " " — " 5 ✓
Regular weekly number of days 5 1/2 Total weekly hours 50 ✓

5. Seasonal: Steady -

6. Wages:
Length of pay period 1 week.
Deductions None
"Bonus" To "searchers" for picking out trash - at about 10¢ per lb.
"Premiums" to people on stemming machine for extra production.
Commissions —
Overtime pay None for women -
Basis of payment irregular - No -
"Last increase in wage was June 1919
Last and only decrease was Jan 1922 = 10%"
Vacation - with pay No without pay ✓

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other ✓ — Records No
Labor Turnover No figures.

8. Subcontract shop: X
Home work process — In plant — Same rates — Var —

Date 5/13/1922 Agent M. R. L

Missouri

Laundries

26 Schedules

Laun.

1-15-1

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

ST. LOUIS

1. Name of Factory American Steam Ldry Address 2037 Morgan
Person interviewed Mr Benz: Salisbury
2. Product Ldry Position Office Managers

3. Number employed:

Early Pay Date Jan 15 1921	White	Colored	Total	Late Pay Date April 29-1922	White	Colored	Total
Men	50	X	50	Men	47	X	47
Women	12	80	92	Women	15	78	93
Minors	X	X	X	Minors	X	X	X
Total	62	80	142	Total	62	78	140

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 730 End 4 Lunch period 30 min Rest period X Total 8
Saturday: " 730 " 4 " " 30 min " " X " 8
Regular weekly number of days 6 Total weekly hours 48

Late Pay Roll

Daily: Begin 730 End 4 Lunch period 30 min Rest period X Total 8 ✓
Saturday: " 730 " 4 " " 30 min " " X " 8 ✓
Regular weekly number of days 6 Total weekly hours 48 ✓

5. Seasonal: X

6. Wages:
Length of pay period week
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular X
American Steam Ldry + American Towel Co. same firm. Mr Benz mgr of G.F.L. Mr Salisbury of the ATC. Included both in Laundry.
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other ✓ ✓ Records X
Labor Turnover ns

8. Subcontract shop: X
Home work process X In plant — Same rates — Var —

Date May 8 1922 Agent N B Jennison

SKL Laun. 1-15-2

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
ST. LOUIS

1. Name of Factory Arthur Anderson Address 3970 Olive St.
Person interviewed Mr. W.H. Anderson
2. Product Laundry Position Supt.
Mr. S.D. White Mgr.

3. Number employed:

Early Pay Date Jan 15-1921

	White	Colored	Total
Men	19	x	19
Women	145	x	145
Minors	x	x	x
Total	164	x	164

Late Pay Date April 29-1922

	White	Colored	Total
Men	18	x	18
Women	139	x	139
Minors	x	x	x
Total	157	x	157

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7.25 End 5.10 Lunch period 45 min Rest period x Total 9
Saturday: " 7.25 " 12 " " x " " x " 4½
Regular weekly number of days 5½ Total weekly hours 49½

Late Pay Roll

Daily: Begin 7.25 End 5.10 Lunch period 45 min Rest period x Total 9
Saturday: " 7.25 " 12 " " x " " x " 4½
Regular weekly number of days 5½ Total weekly hours 49½ 4.35 49.5

5. Seasonal: July 6 - 2nd wk. of Sept - dull

6. Wages:
Length of pay period weekly
Deductions x
Bonus x
Commissions x
Overtime pay
Basis of payment irregular x
Manager soon worked only 5 days, Mrs. worked on Sat. collar dept did not work Sat. Beginning July 2nd shirt dept. did not work Sat.
Vacation - with pay ✓ heads of depts without pay ✓

7. Employment policy:
Employment manager x Centr. Method, supt., foreman, other x Records x
Labor Turnover x

8. Subcontract shop: x
Home work process x In plant x Same rates x Var x

Date 5-31-22 Agent H.T.H.

Laun.

1-15-3

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
ST. LOUIS

1. Name of Factory Model Laundry Address 2907 Pine St
Person interviewed Wm. R. Lagman.
2. Product Laundry. Position Prop. & mgr.

3. Number employed:

Early Pay Date Jan 15-1921

	White	Colored	Total
Men	1	3	4
Women	14	17	40
Minors	x	x	x
Total	15	20	44

Late Pay Date Apr. 29-22

	White	Colored	Total
Men	1	4	5
Women	12	28	40
Minors	x	x	x
Total	13	32	45

see note X

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7.30 End 5 Lunch period 30 min Rest period x Total 8½ 9
Saturday: " 7.30 " 5 " " 30 min " " x " 8½ 9
Regular weekly number of days 6 Total weekly hours 51 54 9

Mon begin 8.30 end. 6

Late Pay Roll

Daily: Begin 7.30 End 5 Lunch period 30 min Rest period x Total 8½ 9
Saturday: " 7.30 " 5 " " 30 min " " x " 8½ 9 OK?
Regular weekly number of days 6 Total weekly hours ~~51~~ 54 9

Mon. 8.30 - 6 =

5. Seasonal: X

6. Wages:
Length of pay period weekly
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular X

note 1921 X No way of finding out whether these women were white or colored.

Vacation - with pay X without pay ✓

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other Mgr Records X
Labor Turnover

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date June 2-1922 Agent H. M. H.

Supt. phoned more likely colored than white.

Laun. 1-15-4

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
ST. LOUIS

NATIONAL LAUNDRY CO.

1. Name of Factory _____ Address 2413 Laclede Ave.
Person interviewed Mr. F. H. Hoffman
2. Product Laundry Position Gen Mgr.

3. Number employed:

Early Pay Date Jan 15, 1921	White	Colored	Total	Late Pay Date Apr 29, 1922	White	Colored	Total
Men	30	7	37	Men	33	8	41
Women	61	19	80	Women	63	12	75
Minors	X	X	X	Minors	X	X	X
Total	91	26	117	Total	96	20	116

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 5.00 " " 30 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 30 min Rest period X Total 9 ✓
Saturday: " 7.30 " 5.00 " " 30 min " " X " 9 ✓
Regular weekly number of days 6 Total weekly hours 54 ✓

some shorter hrs on Sat see rgel cards.

5. Seasonal: Summer season busiest

6. Wages:
Length of pay period 1 wk
Deductions X
Bonus X
Commissions X
Overtime pay no overtime
Basis of payment irregular
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other gen mgr Records
Labor Turnover

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date May 18, 1922 Agent M. H. Tusser

1-15-5

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
ST. LOUIS

1. Name of Factory New American Laundry Address 2019 Morgan St.
Person interviewed Mrs. Schattilly
2. Product Laundry Position Mgr.
Mr. Mathis cashier.

3. Number employed:

	Early Pay Date Jan 15-1921 White	see note	Colored	Total	Late Pay Date Apr 29-22. White	Colored	Total
Men	—		—	7	3	6	9
Women	14	6	11	31	19	32	51
Minors	x		x	x	x	x	x
Total	16	6	16	38	22	38	60

see note X

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 4.30 Lunch period 30 min Rest period x Total 8½
Saturday: " 7.30 " 2. " " 30 min " " x " 6
Regular weekly number of days _____ Total weekly hours 48½

Late Pay Roll
Daily: Begin 7.30 End 4.30 Lunch period 30 min Rest period x Total 8½
Saturday: " 7.30 " 2 " " 30 min " " x " 6
Regular weekly number of days 6 Total weekly hours 48½

5. Seasonal: _____

6. Wages:
Length of pay period week
Deductions x
Bonus x
Commissions x
Overtime pay ½ work after 4.30 get extra pay. Has happened only once or twice
Basis of payment irregular _____

note 1921 X ~~we may be finding out whether these women were white or colored.~~ Could not tell whether men were white or colored.

Vacation - with pay x without pay x

7. Employment policy:
Employment manager x Centr. Method, supt., foreman, other Mgr Records x
Labor Turnover x

8. Subcontract shop: x
Home work process x In plant x Same rates x Var x

Date June 2-22 Agent H. M. H.

Laun.

1-15-6

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

St. Louis.

1. Name of Factory NEW CRYSTAL LAUNDRY CO Address 3996 Laclede Ave
Person interviewed Mr. G. Klauber
2. Product Laundry Position Bookkeeper

3. Number employed:

Early Pay Date	White	Colored	Total	Late Pay Date Apr 29-22 (cards)	White	Colored	Total
Men	7	3		Men	7	3	10
Women				Women	25	X	25
Minors				Minors	X	X	X
Total				Total	32	3	35

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 30 min Rest period X Total 9
Saturday: " — " — " " — " " — " —
Regular weekly number of days 5 Total weekly hours 45

men works 5 to 7 hrs on Sat.

Late Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 30 min Rest period X Total 9 ✓
Saturday: " — " — " " — " " — " —
Regular weekly number of days Total weekly hours 45

5. Seasonal: Sept to March busiest time.

6. Wages:
Length of pay period 1 wk.
Deductions X
Bonus X
Commissions X
Overtime pay no over time
Basis of payment irregular
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover X

8. Subcontract shop: X
Home work process — In plant — Same rates — Var —

Date May 17, 1922 Agent M. H. Farmer.

Laun

1-15-7

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Westminster Ldry Address 4115 Olive St. St Louis
Person interviewed Mr. J.L. Munger
2. Product Laundry Position President

3. Number employed:

Early Pay Date Jan 15. 1921	White	Colored	Total	Late Pay Date April 29-1922	White	Colored	Total
Men	5	3	8	Men	4	3	7
Women	32	15	47	Women	28	13	41
Minors	X	X	X	Minors	X	X	X
Total	52	3	55	Total	45	3	48

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 730 End 5 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 5 " " 30 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll
Daily: Begin 730 End 5 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 5 " " 30 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54
rarely work after 12 on Saturday -

5. Seasonal: X

6. Wages:
Length of pay period week
Deductions X
Bonus X
Commissions X
Overtime pay no overtime
Basis of payment irregular Plant hours 54 - Rarely work more than 5 hours on Saturday - usually finish by 12 (see hours on recent payroll yellow cards) week rate paid if girl does not work full time merely because no work - is supplied -
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other ✓ Records X
Labor Turnover 75

8. Subcontract shop: X
Home work process X In plant — Same rates — Var —

Date May 18-1922 Agent K.B. Jennison

RC Laury Question advisability of including his — C.M. 2-15-8

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

Miss A. says OK in 3 Aug. Est

1. Name of Factory Bachelis Laundry Address Kansas City
Person interviewed Mgr.
2. Product Position

3. Number employed:

Early Pay Date 4/15/21	White	Colored	Total	Late Pay Date 4/29/22	White	Colored	Total
Men	7	5	12	Men	8	6	14
Women	29	17	46	Women	36	22	58
Minors	0	22	58	Minors	0		72
Total				Total	44	28	

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday: " ____ " ____ " ____ " ____ " ____
Regular weekly number of days ____ Total weekly hours ____

Late Pay Roll
Daily: Begin 7 (Mon 9) End 4:30 (4:30) Lunch period ½ Rest period ____ Total 7 (9)
Saturday: " 7 " 12 " " ____ " ____ " 5
Regular weekly number of days 5½ Total weekly hours 48 (7 36 5)

5. Seasonal: no

6. Wages:
Length of pay period 1 wk
Deductions X
Bonus Wks work is reckoned as 5600 shirts for 48 hrs - No. of shirts above 5600 is pd for according to no. shirts the laundry turns out. Each worker pd. basis of his regular wkly rate & earnings incl Bonus - The worked = bonus paid on 48 additions or bonus pay included in earnings this period also in 52's. Could not work out from books without surveying output of plant each week.
~~Commissions~~
Overtime pay X
Basis of payment irregular
Vacation - with pay X without pay
Pay = 1 wk some 2 wks

7. Employment policy:
Employment manager ____ Centr. Method, supt., foreman, other ____ Records ____
Labor Turnover

8. Subcontract shop: X
Home work process ____ In plant ____ Same rates ____ Var ____

Date 6/7/22 Agent C Manning

KC / Laun No 52'8 / 2-15-9

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

1. Name of Factory Dunlap Laundry Address Kansas City
Person interviewed Mr Dunlap
2. Product " " Position Mgr.

3. Number employed:

Early Pay Date none

	White	Colored	Total
Men			
Women			
Minors			
Total			

Late Pay Date Apr 29-22

	White	Colored	Total
Men	26	11	37
Women	28	49	77
Minors	0		
Total	54	60	114

4. Firm's scheduled hours:

Early Pay Roll X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday: " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____

x Mon 12 - 6

Late Pay Roll

Daily: Begin 7 30 End 5 Lunch period ½ hr Rest period ____ Total 9
Saturday: " 7 30 " 10 or 12 " " ____ " " ____ " 3 average
Regular weekly number of days ____ Total weekly hours 45

x Massacre usual hrs. monday - but not work Sat.

5. Seasonal: X Rough dry only 4½ days.

6. Wages:
Length of pay period wk
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular X pay on basis of 6 full days - as in wk - but not deduct if get worked out in 4½ 5 or 5½ days.

Vacation - with pay very few without pay
legal holidays only

7. Employment policy:
Employment manager ____ Centr. Method, supt., foreman, other ____ Records ____
Labor Turnover NR

8. Subcontract shop: X
Home work process X In plant ____ Same rates ____ Var ____

Date 6/10/22 Agent Manning

KC — Laun

2-15-10

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Gt. City Laundry Address Kansas City
Person interviewed Mr Hoff
2. Product Position Supt.

3. Number employed:

Early Pay Date Jan 8/21	White	Colored	Total
Men	8	6	14
Women	64	8	64
Minors	0		0
Total	72	6	78

Late Pay Date Apr 29	White	Colored	Total
Men	8	5	13
Women	54	0	54
Minors	0		
Total	62	5	67

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 8 End 5 Lunch period 1 hr Rest period ____ Total 8
Saturday: " " 12 + " 4 P.M. " " " " 4-6 hrs
Regular weekly number of days ____ Total weekly hours 45

Late Pay Roll
Daily: Begin 7.30 End 5 Lunch period 1 hr Rest period ____ Total 9
Saturday: " 7.30 " av. 3-4 PM " ½ hr " " ____ " 7-8 av
Regular weekly number of days 6 Total weekly hours 53 hrs

5. Seasonal: not in good yrs.

6. Wages:
Length of pay period wk
Deductions
Bonus
Commissions
Overtime pay
Basis of payment irregular
Pay for 4 ½ July Xmas armistice all day other holidays ½ day
Pay 6 days - alho Sat P.M. short Monday 2 hrs short for some.
Vacation - with pay no without pay

7. Employment policy:
Employment manager ____ Centr.Method, supt., foreman, other ____ Records ____
Labor Turnover

8. Subcontract shop: X
Home work process ____ In plant ____ Same rates ____ Var ____

Date 6/7/22 Agent Manning

KC Laun 2-15-11

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

no white cds.

1. Name of Factory K. C. Laundry. 15th + Woodland. Address Kansas City
Person interviewed H. S. Duke
2. Product Laundering. Position Manager.

3. Number employed:

Early Pay Date 1/8/1921	White	Colored	Total	Late Pay Date 4/29/1922	White	Colored	Total
Men	~~22~~ 22	8	~~30~~ 30	Men	~~19~~ 19	7	~~26~~ 26
Women	~~34~~ 29	25	~~59~~ 54	Women	~~19~~ 17	24	~~43~~ 41
Minors	—	—	—	Minors	—	—	—
Total	~~56~~ 51	33	~~89~~ 84	Total	~~38~~ 36	31	~~69~~ 67

No white cards at close down and moving

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7:30 (Mon. 8:30) End 5:00 (6) Lunch period 30 min Rest period — Total 9
Saturday: " 7:30 " 5:00 " " 30 " " " — " 9
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll Same.
Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday: " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____

5. Seasonal: Heavy in winter
3/4 in summer.
People out of work. Will reopen 15th + Prospect. Dec. 1922

6. Wages:
Length of pay period 1 week.
Deductions No.
Bonus No
Commissions No.
Overtime pay 1½
Basis of payment irregular X
Vacation - with pay X without pay ✓

7. Employment policy:
Employment manager + Centr. Method, supt., foreman, other — Records —
Labor Turnover Usual - 3 or 4 were here some time.
75-80% turnover about every 6 mos

8. Subcontract shop: X
Home work process — In plant — Same rates — Var —

Date 6/9/1922 Agent M. R. I

NC Laun 2-15-12

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

1. Name of Factory Silve Laundry Address Kansas City
Person interviewed Mr Fischer
2. Product Position Mgr

3. Number employed:

Early Pay Date Jan 8 '21	White	Colored	Total	Late Pay Date Apr 26	White	Colored	Total
Men	68	14	82	Men	60	9	69
Women	54	50	104	Women	63	47	110
Minors	0			Minors	0		
Total	122	64	186	Total	123	56	179

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7 End 4 30 Lunch period 1 hr Rest period ____ Total ~~8 1/2~~ 8 1/2
Saturday: " 7 " 4 30 " " 1 hr " " ____ " ~~8 1/2~~ "
Regular weekly number of days ____ Total weekly hours ____ 51

Late Pay Roll
Daily: Begin 7 30 End 5 Lunch period 1/2 Rest period ____ Total 9
Saturday: " 7 30 " 5 " " 1/2 " " ____ " 9
Regular weekly number of days 6 Total weekly hours 54
Occasionally an hour or so less during wk.

5. Seasonal: X

6. Wages:
Length of pay period 1 wk
Deductions no
Bonus No.
Commissions
Overtime pay X
Basis of payment irregular
Pay for days
no deductions short hours set
X Time entered only when less than full wk
Vacation - with pay X without pay
last yr 1 wk for yr's service +

7. Employment policy:
Employment manager ____ Centr. Method, supt., foreman, other ✓ Records ____
Labor Turnover

8. Subcontract shop:
X Home work process ____ In plant ____ Same rates ____ Var ____

Date June 5 Agent Manning

KC — Lauer 2-15-13

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

1. Name of Factory Southern Laundry Address Kansas City
Person interviewed Mr. Hale
2. Product " " Position Supt.

3. Number employed:

Early Pay Date June 8 1921	White	Colored	Total	Late Pay Date Apr. 29 '22	White	Colored	Total
Men	20	5	25	Men	19	3	22
Women	21	62	83	Women	17	42	59
Minors				Minors			
Total	41	67	108	Total	36	45	81

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7 30 End 5 Lunch period 1 hr Rest period ____ Total 8 1/2
Saturday: " " " " " " " " " "
Regular weekly number of days ____ Total weekly hours 51

Late Pay Roll
Daily: Begin 7 30 End 5 Lunch period 1/2 hr Rest period ____ Total 9
Saturday: " " " " " " " " " "
Regular weekly number of days 6 Total weekly hours 54

5. Seasonal: X

6. Wages:
Length of pay period
Deductions X Bondness if necessary
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular Lt work full wk are pd. by wk. but if out personal reasons pd. for actual hrs worked.
Deductions already made.
Vacation - with pay X without pay

7. Employment policy:
Employment manager ____ Centr. Method, ~~supt.~~, foreman, other ____ Records ____
Labor Turnover

8. Subcontract shop: X
Home work process ____ In plant ____ Same rates ____ Var ____

Date 6/8/22 Agent C Manning

Lawn 3-15-14

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Capital Steam Laundry Address Jefferson City
Person interviewed Mrs A McFadden
2. Product " Position Mgr

3. Number employed:

Early Pay Date Jan 15 1921	White	Colored	Total	Late Pay Date Apr 29 1922	White	Colored	Total
Men	7		7	Men	7		7
Women	18	2	20	Women	13	1	14
Minors				Minors			
Total			27	Total			21

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7 30 End 5 30 Lunch period 1 hr Rest period — Total 9
Saturday: " 7 30 " 1 average " — " " " 5½ +
Regular weekly number of days 5½ Total weekly hours 50½ +
Mon - 8 a.m. to 6 P.M.

Late Pay Roll
Daily: Begin End Lunch period Rest period Total
Saturday: " as above " " " " "
Regular weekly number of days 5½ Total weekly hours

5. Seasonal: no

6. Wages:
Length of pay period 1 wk
Deductions no
Bonus no
Commissions no
(Very regular hrs - full time except Sat. Time record not show length of day Sat. although clock cards kept.)
Overtime pay —
Basis of payment irregular Pay for full day (9 hrs) Sat if at work Sat. a.m. + via Teres average Sat. noon - for stays work
Pay for hours or fractions of day based on 54 hr. week as sometimes work full 54 hrs — legal limit
Vacation - with pay X without pay

7. Employment policy:
Employment manager X Centr.Method, supt., foreman, other ✓ Records
Labor Turnover yes

8. Subcontract shop: X
Home work process X In plant Same rates Var

Date June Agent Manning

Laun 3-15-15

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

1. Name of Factory DeSoto Steam Laundry Address DeSoto Mo
Person interviewed Mr Gage
2. Product " Position Mgr

3. Number employed:

Early Pay Date Jan 19 '21	White	Colored	Total	Late Pay Date 4/29/22 (excl. of 2 partners + 1 wife work)	White	Colored	Total
Men	1			Men	1		
Women	4			Women	4		
Minors				Minors			
Total	5			Total	5		

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 8 End 4:05 Lunch period 1 hr Rest period ____ Total 8 aver occasional work to six.
~~Saturday:~~ " 0 " 8.m " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours 40

Late Pay Roll as above
Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday: " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____

5. Seasonal: 0

6. Wages:
Length of pay period 1 Wk
Deductions 0
Bonus 0
Commissions 0
Overtime pay 0
Basis of payment irregular no - by hour
Vacation - with pay no without pay ____

7. Employment policy:
Employment manager ____ Centr.Method, supt., foreman, other Mgr Records ____
Labor Turnover 0

8. Subcontract shop: x
Home work process x In plant ____ Same rates ____ Var ____

Date June 28 Agent Manning

Laun.

3-15-16

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

(over)

1. Name of ~~Factory~~ Dorn-Clovey Laundry Address Columbia Mo.
Person interviewed Mr Milburn (over)
2. Product Laundering & Dry Cleaning Position Manager.

3. Number employed:

Early Pay Date 1/15/1921	White	Colored	Total	Late Pay Date 4/29/1922	White	Colored	Total
Men	13	5	18	Men	13	5	18
Women	39	10	49	Women	38	10	48
Minors	—	—	—	Minors	—	—	—
Total	52	15	67	Total	51	15	66

4. Firm's scheduled hours:

Mon. 8 — 6 Early Pay Roll Hr
Daily: Begin 7:30 End 5:30 Lunch period 1 hr Rest period — Total 9
Saturday: " 7:30 " 5:30* " " 1 hr " " — " 9*
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll Same
Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday: " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____

5. Seasonal: Dull June, July, Aug. when State University is having summer session with small attendance — Busiest in Nov + April

6. Wages:
Length of pay period 1 wk.
Deductions No
Bonus No
Commissions No.
Overtime pay None over 54
Basis of payment irregular No.
Vacation - with pay No without pay ____

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other — Records X
Labor Turnover no data

8. Subcontract shop: ____
Home work process X In plant ____ Same rates ____ Var ____

Date 6/29/1922 Agent M. R. L.

* usually through at 3 P.M.

Mr Milburn is unwilling to have these earnings used unless time worked or average hourly earnings accompany them. On these terms he let me have the data and had the bookkeeper read off the books and question all short time earnings -

Laun

3-15-17

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Dorr-Cloney Laundry Address Sedalia MO
Person interviewed Mrs Cloney
2. Product Laundry Position Secretary & Treasurer

3. Number employed:

Early Pay Date Jan 8-1921	White	Colored	Total	Late Pay Date April 29-22	White	Colored	Total
Men	4	1	5	Men	4	1	5
Women	36	X	36	Women	22	X	22
Minors	X	X	X	Minors	X	X	X
Total	40	1	41	Total	26	1	27

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 8 End 5:30 Lunch period 30 min Rest period X Total 8
Saturday: " 8 " 3:30 " " 30 min " " X " 8
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll

Daily: Begin 8 End 5:30 Lunch period 30 min Rest period X Total 9
Saturday: " 8 " 3:30 " " 30 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54

5. Seasonal: ✓ Summer busiest

6. Wages:
Length of pay period weekly
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular X

Vacation - with pay ✓ those who have been with firm 1 yr. 1 wk, over 1 yr. 2 weeks full pay without pay

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover X

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date 6-30-22 Agent H. T. H.

Laun

3-15-18

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
St. Joseph.

1. Name of Factory FOX LAUNDRY, CLEANING & DYEING CO. Address 1020-24 Frederick Ave
Person interviewed Mr. O. E. Fox Jr.
2. Product Laundry & Cleaning & Dying Position Vice Pres.

3. Number employed:

Early Pay Date Jan 15, 1921	White	Colored	Total	Late Pay Date Apr 29, 1922	White	Colored	Total
Men	6	2	8	Men	6	2	8
Women	19	1	20	Women	21	1	22
Minors	X	X	X	Minors	X	X	X
Total	15	3	28	Total	27	3	30

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 3.00 about once a 30 min " " X " 7
Regular weekly number of days 6 Total weekly hours 52

Late Pay Roll
Daily: Begin 7.30 End 5.00 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 3.00 " " 30 min " " X " 7
Regular weekly number of days 6 Total weekly hours 52

Girls go home in afternoon when finish work sometimes at 2 or 3 or early in afternoon.

5. Seasonal: Steady.

6. Wages:
Length of pay period 1 wk.
Deductions X
Bonus X
Commissions X
Overtime pay no overtime
Basis of payment irregular ✓
Vacation - with pay X without pay

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover

8. Subcontract shop: X
Home work process ✓ In plant X Same rates ✓ Var ✓

Date June 14, 1922 Agent M. H. Turner.

State Laun List cards later

3-15-19

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

Joplin

1. Name of Factory Keystone Laundry Address 416 Virginia Ave
Person interviewed Mr. Joe W. Walker
2. Product Laundry Position Mgr.

3. Number employed:

Early Pay Date Jan 15, 1921	White	Colored	Total	Late Pay Date Apr 29, 1922	White	Colored	Total
Men	6	1	7	Men	6	X	6
Women	22	X	22	Women	17	X	17
Minors	X	X	X	Minors	X	X	X
Total	28	1	29	Total	23	X	23

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7.30 End 5.30 Lunch period 1 hr Rest period X Total 9
Saturday: " 7.30 " 5.30 " " 1 hr " " X " 9
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll

Daily: Begin 7.30 End 5.30 Lunch period 1 hr. Rest period X Total 9
Saturday: " 7.30 " 5.30 " " 1 hr " " X " 9
Regular weekly number of days 6 Total weekly hours 54

3 da per wk girls finish about 4 P.M.

5. Seasonal: Summer months busier June to Sept.

6. Wages:
Length of pay period 1 wk.
Deductions X
Bonus X
Commissions X
Overtime pay No over time.
Basis of payment irregular
Vacation - with pay X without pay ✓

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other Mgr. Records ✓
Labor Turnover

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date June 23, 1922 Agent M. H. Turner

Laundry

3-15-20

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

Moberly

1. Name of Factory Moberly Steam Laundry Address Moberly Mo.
Person interviewed Mr Nebergall
2. Product Laundering & dry cleaning Position Prop.

3. Number employed:

Early Pay Date 1/15/1921	White	Colored	Total	Late Pay Date 4/29/1922	White	Colored	Total
Men	12	2	14	Men	10	2	12
Women	26	26	26	Women	23	—	23
Minors	—	—	—	Minors	—	—	—
Total	40	28	40	Total	33	2	35

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7:30 End 5:30 Lunch period 1 hr Rest period — Total 9
Saturday: " 7:30 " 5:30 " " 1 hr " " — " 9
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll Same

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday: " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____

5. Seasonal: Busiest summer & winter months.
Fuller than usual - Industrial town. workers not having so much laundry done (over)

6. Wages:
Length of pay period 1 week
Deductions No
Bonus No
Commissions No
Overtime pay time & a half.
Basis of payment irregular No.
Vacation - with pay No without pay ✓

7. Employment policy:
Employment manager ____ Centr. Method, supt., foreman, other — Records ✓
Labor Turnover Low

8. Subcontract shop:
Home work process ✗ In plant ____ Same rates ____ Var ____

Date 6/25/1922 Agent M. R. L.

This laundry has been organized for 3 years. In dull season instead of reducing the force employees, in conference with management, agreed to waive their minimum hour rule. i.e. they have a 42 hour minimum and a 54 hour maximum week, so that workers in some weeks are working less than 42 hours on a straight time rate.

Rates determined by agreement are 25¢ for foreladies and supervisors - 16¢ for beginners with 18¢ for the first raise after 6 weeks service. all others get 22¢ an hour.

Proprietor is a railroad conductor. Has daughter in office and son as Supt.

Prop. Objects to averages on short week workers. Knew of Kansas + Kentucky studies.

State Laun 3-15-21

178 U. S. Department of Labor Missouri
WOMEN'S BUREAU
Washington

1. Name of Factory Model Laundry Address 923 Joplin Joplin
Person interviewed Mrs. E. Parkett Mgr.
2. Product Laundry. Position Mary Place - Bookkeeper

3. Number employed:

Early Pay Date Jan 1921	White	Colored	Total	Late Pay Date April 29-22	White	Colored	Total
Men	2	X	2	Men	1	X	1
Women	16	X	16	Women	12	X	12
Minors	X	X	X	Minors	X	X	X
Total	18	X	18	Total	13	X	13

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5.15 Lunch period 45 min Rest period X Total 9
Saturday: " 7.30 " 5.15 " " 45 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54

Late Pay Roll
Daily: Begin 7.30 End 5.15 Lunch period 45 min Rest period X Total 9
Saturday: " 7.30 " 5.15 " " 45 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54

5. Seasonal: heavier July & Aug.

6. Wages:
Length of pay period weekly.
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular X
Vacation - with pay X without pay ✓

7. Employment policy:
Employment manager X Centr.Method, supt., foreman, other forelady Records X
Labor Turnover X

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date 6-19-22 Agent H. M. H.

Laun

3-15-22

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

JOPLIN

1. Name of Factory New Method Laundry Address 613 Joplin St. Joplin
Person interviewed C. A. Neil, Prop.

2. Product Laundry Position

3. Number employed:

Early Pay Date Jan 8 - 1921	White	Colored	Total	Late Pay Date Apr 29 - 1922	White	Colored	Total
Men	2	X	2	Men	3	X	3
Women	20	X	20	Women	14	X	14
Minors	X	X	X	Minors	X	X	X
Total	22	X	22	Total	17	X	17

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7.30 End 5 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 5 " " 30 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54
Mon. begin 8 - end 5.30

Late Pay Roll

Daily: Begin 7.30 End 5 Lunch period 30 min Rest period X Total 9
Saturday: " 7.30 " 5 " " 30 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54
Mon. begin 8. end 5.30 lunch. 30 min

5. Seasonal:

6. Wages:
Length of pay period weekly
Deductions X
Bonus X
Commissions X
Overtime pay
Basis of payment irregular X
on Thursdays employees may bring own laundry to wash it
Vacation - with pay without pay

7. Employment policy:
Employment manager X Centr. Method, supt., forelady, foreman, other X Records X
Labor Turnover X

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date 6 - 19 - 22 Agent H. M. H.

State - Laun

3-15-23

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

1. Name of Factory Peoples Steam Laundry Address Moberly, Mo.
Person interviewed Mr Holman
2. Product Laundering & Dry Cleaning Position Prop.

3. Number employed:

Early Pay Date 1/15/1921	White	Colored	Total	Late Pay Date 4/29/1922	White	Colored	Total
Men	8	3	11	Men	8	3	11
Women	20	2	22	Women	18	2	20
Minors	—	—	—	Minors	—	—	—
Total	28	5	33	Total	26	5	31

4. Firm's scheduled hours:

Early Pay Roll Winter

Daily: Begin 7:30 End 5:30 Lunch period 1 hr Rest period — Total 9
Saturday: " 7:30 " 5:30 " " 1 hr " " — " 9
Regular weekly number of days 6 Total weekly hours 54*

Late Pay Roll Summer

Daily: Begin 7 End 5 Lunch period 1 hr Rest period — Total 9
Saturday: " 7 " 5 " " 1 hr " " — " 9
Regular weekly number of days 6 Total weekly hours 54*

5. Seasonal: Busiest when hottest and coldest.

6. Wages:
Length of pay period 1 wk
Deductions no
Bonus no
Commissions no
Overtime pay None.
Basis of payment irregular
All have a rate per hour - but some get a piece rate also for extra production, care etc.
Vacation - with pay if there one year - without pay for others -

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other two in office Records X
Labor Turnover Low

8. Subcontract shop:
Home work process X In plant ____ Same rates ____ Var ____

Date 6/23/1922 Agent M. R. L.

* Hours kept for individuals seldom equal 54.

178 — Laun

3-15-24

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

SPRINGFIELD

1. Name of Factory Prescott Laundry Address 335 E. Commercial St.
Person interviewed Mr Prescott
2. Product Laundry Position

3. Number employed:

Early Pay Date Jan 15-1921	White	Colored	Total	Late Pay Date Apr 29-22	White	Colored	Total
Men	6	X	6	Men	5	X	3
Women	30	X	30	Women	32	X	32
Minors	X	X	X	Minors	X	X	8
Total	36	X	36	Total	37	X	37

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 8 End 5.30 Lunch period 30 min Rest period X Total 9
Saturday: " 8 " 4 " " 30 min " " X " 7 1/2
Regular weekly number of days 6 Total weekly hours

Late Pay Roll
Daily: Begin 8 End 5.30 Lunch period 30 min Rest period X Total 9
Saturday: " 8 " 4 " " 30 min " " X " 7 1/2
Regular weekly number of days 6 Total weekly hours 52 1/2

5. Seasonal: X

6. Wages:
Length of pay period weekly
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular
Vacation - with pay without pay

7. Employment policy:
Employment manager Centr.Method, supt., foreman, other Records
Labor Turnover

8. Subcontract shop:
Home work process In plant Same rates Var

Date 6-15-22 Agent

Laun

3-15-25

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri

SPRINGFIELD

1. Name of Factory Springfield Laundry Address 219 Nichols St
Person interviewed F. C. gray Supt
2. Product Laundry Position Gray Evans Mgr.

3. Number employed:

Early Pay Date Jan 13-1921	White	Colored	Total	Late Pay Date April 28-1922	White	Colored	Total
Men	4	X	4	Men	4	X	4
Women	22	X	22	Women	23	X	23
Minors	X	X	X	Minors	X	X	X
Total	26	X	26	Total	27	X	27

4. Firm's scheduled hours:

Early Pay Roll
Daily: Begin 7.30 End 5.30 Lunch period 60 min Rest period X Total 9
Saturday: " 7.30 " 5.30 " " 60 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54 + 50 + 45
Shift Mon. 12.30 - 5.30

Late Pay Roll
Daily: Begin 7.30 End 5.30 Lunch period 60 min Rest period X Total 9
Saturday: " 7.30 " 5.30 " " 60 min " " X " 9
Regular weekly number of days 6 Total weekly hours 54 + 50 + 45
Shift Mon - 12.30 - 5.30

5. Seasonal: X

6. Wages:
Length of pay period weekly
Deductions X
Bonus X
Commissions X
Overtime pay X
Basis of payment irregular
Vacation - with pay X without pay ✓

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover X

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date June 16-22 Agent H. M. H.

Laun

3-15-26

178

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Missouri
St. Joseph.

1. Name of Factory The Story Laundry Address 229-35 S. 10th St.
Person interviewed Mr. Wilson Story
2. Product Laundry Position

3. Number employed:

Early Pay Date Jan 15, 1921	White	Colored	Total	Late Pay Date Apr 29, 1922	White	Colored	Total
Men	14	1	15	Men	14	1	15
Women	35	X	35	Women	36	X	36
Minors	X	X	X	Minors	X	X	X
Total	49	1	50	Total	50	1	51

4. Firm's scheduled hours:

Early Pay Roll

Daily: Begin 7.45 End 5.15 Lunch period 30 min Rest period X Total 9
Saturday: " 7.45 " 12.30 " " X 30 min " " X " 4 3/4 summer
Regular weekly number of days 6 Total weekly hours 49 3/4 summer ~~58 winter~~ 52¼ 7¼ winter

Late Pay Roll

Daily: Begin 7.45 End 5.15 Lunch period 30 min Rest period X Total 9
Saturday: " 7.45 " 12.30 " " X 30 min " " X " 4 3/4 summer
Regular weekly number of days 6 Total weekly hours 49 3/4 summer ~~58 winter~~ 7¼ winter

5. Seasonal: Steady

6. Wages:
Length of pay period 1 wk.
Deductions X
Bonus X
Commissions X
Overtime pay
Basis of payment irregular
Vacation - with pay X without pay X

7. Employment policy:
Employment manager X Centr. Method, supt., foreman, other X Records X
Labor Turnover

8. Subcontract shop: X
Home work process X In plant X Same rates X Var X

Date June 14 Agent M. H. Turner

New Jersey

Food Products

9 Schedules

N.J. — Joseph Campbell Co.

11 33-30-9

Mr. A. M. Jennings Paymaster

Mr. O'Neill Supt. Mgr.

U. S. Department of Labor
WOMEN'S BUREAU
Washington

1. Firm name Campbell Soup Co. Address Camden N. J.
Mail report to Mr. A. R. Fleming
2. Industry Canning { soup, pork + beans, spaghetti } Food Position in Firm General Supt
3. Scheduled force average X less than average X
temporarily increased about 30%
weeks closed during 52 week period closed 1st week of July
4. Number employed in scheduled week (payroll date Sept 12 - 1922)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	1410	340	1750						
Women	658	X	658						
Minors	X	X	X						
Total	2063	340	2408						

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
Begin	7	7				
End	5	12.30				
Lunch period	30 min	X				
Rest period	X	X				
Daily hours	9½	5½				
Weekly number of days		5½				
Weekly hours		53				

6. Irregular hours X

7. Wages: length of pay period weekly
deductions X
Bonus, commissions X
premium, (piece work with garantee) X
overtime pay straight time
basis of payment irregular where weekly rate is quoted it means on a basis of a 48 hr. week. Figured out on ~~a weekly~~ hourly basis see slip attached to this sheet.
vacation with pay, length Service 6 mo - 3 days. 1 yr: 6 days - this is given P.T.O.

8. Employment policy: centralized method, (employment mgr., supt, foreman)
method not centralized X
records kept X
labor turnover high but they have not figured it out ~~for a~~ some time.

9. Subcontract shop: X
home work process Y In plant X Same rate X Var X

Company's informant Mr. A. N. Wright this keeper
Date Dec 11-12-1922 U.S. Agent Wm. N.

192

New Jersey

Glass

8 Schedules

NJ

2 wks

12 38-58-3

U. S. Department of Labor
WOMEN'S BUREAU
Washington

1. Firm name _____ Address _____
Mail report to _____

2. Industry _____ Position in Firm _____

3. Scheduled force average _____ less than average _____
temporarily increased _____
weeks closed during 52 week period X

4. Number employed in scheduled week (payroll date _____)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	267	252	519						
Women	34		54	18 pm					
Minors	X	X	X						
Total	339	254	593						

(Over)

5. Firm's regular hours:

	Shift I Daily	Shift I Saturday	night Shift II Daily	Shift II Saturday	evening Shift III Daily	Shift III Saturday
Begin	7:00 am	7:00 am	11:00 pm	11:00 pm	3:00 pm	3:00 pm
End	3:00 pm	3:00 pm	7:00 am	7:00 am	11:00 pm	11:00 pm
Lunch period	X	X	X	X	X	X
Rest period	X	X	X	X	X	X
Daily hours	8	8	8	8	8	8
Weekly number of days	6		6		6	
Weekly hours	48		48		48	

6. Irregular hours X

7. Wages: length of pay period 2 wks.
deductions X
Bonus, commissions X
premium, (piece work with garantee) X
overtime pay ✓ (Women have no overtime except Tuesday morning Shift III time & over)
basis of payment irregular X
vacation with pay, length X

8. Employment policy: centralized method, (employment mgr., supt, foreman) _____
method not centralized X
records kept ✓
labor turnover X

9. Subcontract shop: X
home work process X In plant _____ Same rate _____ Var _____

Company's informant S.B. Tacke, Emp. Mgr.
U.S. Agent M. Best

Date Dec. 12 1942

192

7. About 25 % of the women work on Monday morn.

5. Carry 2 extra girls. They men on down the line, relieving others while they eat. Not docked for eating time.

Per shifts, automatic department can run no women

Men:

Men
- Box factory - 29 - 7.00 - 4.30; ½ lunch Sat. am.
- Construction 47
- Yard 56
- Shipping - 21
- Machine 83

- Automatic - 194
- Maintenance - 12 - irregular; 40 - straight 9-hr. wk
- Furnace - 44 - 3 shifts

539

45 % colored men

5. Women come off at 3 p.m. Sat.; go on at 11.0 m. following Mon. coming off at 7.00 a.m. Sunday & then starting in again at 7.00 a.m. Monday.

New Jersey

Metal Products

21 Schedules

N.J. Metal 16 ind 26 1-11-1

U. S. Department of Labor
WOMEN'S BUREAU
Washington

1. Firm name Nonpareil Toy & Novelty Co. Address 60 Union St Newark
Mail report to Miss Sedar
2. Industry Metal Toys Position in Firm
3. Scheduled force average X less than average ✓ about 33 %
temporarily increased X
weeks closed during 52 week period 1 week

4. Number employed in scheduled week (payroll date Sept. 16 - 1922)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	25	5	30						
Women	~~8~~ 7	14 ✓	22						
Minors	X	X	X						
Total	33	19	52						

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
Begin	7.30	7.30				
End	5.30	12				
Lunch period	½ hr	—				
Rest period	—	—				
Daily hours	9½	4½				
Weekly number of days	6	5½				
Weekly hours	52					

6. Irregular hours X

7. Wages: length of pay period week.
deductions X
Bonus, commissions X
premium, (piece work with garantee) X
overtime pay no overtime
basis of payment irregular X
vacation with pay, length X

8. Employment policy: centralized method, (employment mgr., supt, foreman) manager
method not centralized X
records kept ✓
labor turnover X

9. Subcontract shop: X
home work process assembling toys In plant ✓ Same rate ✓ Var X

Company's informant Miss Sedar
Date September 21-1922 U.S. Agent M Belt - R J Tennison

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New Jersey

Optical Goods

4 Schedules

17 with 20 7-32-1

U. S. Department of Labor
WOMEN'S BUREAU
Washington

1. Firm name Edison Industries Address W. Orange
Mail report to Mrs. Patty
2. Industry Sci. Opt. Inst + Elec Appl Position in Firm Chairman of Board of Directors

3. Scheduled force average — less than average 25%
temporarily increased —
weeks closed during 52 week period X

4. Number employed in scheduled week (payroll date)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	1450	106	1556						
Women	233 246	29	262						
Minors	—	—							
Total	1683	135	1818						

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
Begin	7:30	7:30	7:30	7:30		
End	5	11:45	5:15	11:45		
Lunch period	45	—	1	—		
Rest period	—	—	—	—		
Daily hours	8 3/4	4 1/4	8 3/4	4 1/4		
Weekly number of days	5		5½			
Weekly hours	48		48			

Extra pattern

6. Irregular hours Men work 3 shifts in a few depts. are back of street — no women on any but day shift

7. Wages: length of pay period 1 wk
deductions If buttons, lost dies or not turned in 5¢ is deducted
Bonus, commissions X
premium, (piece work with garantee) Most work is done on a daily guarantee but piece work pay above a certain production standard
overtime pay Non
basis of payment irregular X
vacation with pay, length Vacation without pay of 1 or 2 weeks

8. Employment policy: centralized method, (employment mgr., supt, foreman)
method not centralized X
records kept ✓
labor turnover 183.1% rate of movement divided by average force

9. Subcontract shop: X
home work process X In plant Same rate Var

Company's informant Mrs Patty
Date U.S. Agent

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* Occasional rest periods in certain depts.

17 33-51-3

U. S. Department of Labor
WOMEN'S BUREAU
Washington

1. Firm name Victor Talking Machine Co Address Camden N J.
Mail report to Mr. G. W. Jaggers
2. Industry Victrolas & Records Position in Firm Asst. Treas.

3. Scheduled force average ✓ less than average X
temporarily increased X
weeks closed during 52 week period 1 week in Aug.

4. Number employed in scheduled week (payroll date

	White	Col	Total	White	Col	Total	White	Col	Grand Total
Men	5816	50	5866						5866
Women	952	X	952	30		35			987
Minors	X	X	X						X
Total	6768	50	6818						6853

See note

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
			(2) * Cleaning			
Begin	7.30	7.30	6 a.m.	6		
End	4.45	11.45	8.45 a.m.	9		
Lunch period	30 min	X	4.45 p.m.	X		
Rest period	X	X	8 p.m.	X		
Daily hours	8 1/4	4 1/4	6	3		
Weekly number of days	5 1/2		33	5 1/2		
Weekly hours	48		33			

(2) * 6. Irregular hours In Cleaning dept

7. Wages: length of pay period weekly
deductions X
Bonus, commissions X

premium, (piece work with garantee) X

overtime pay straight time
basis of payment irregular X

(1) * There may be some colored women in the cleaning dept. but there was no way of telling which ones.

(over)

vacation with pay, length X

8. Employment policy: centralized method, (employment mgr., supt, foreman) ✓

method not centralized X
records kept ✓
labor turnover 18% for November 1922 entrances + exits divided by 2, divided by average no in plant

9. Subcontract shop: X
home work process X In plant X Same rate X Var X

Company's informant Mr. G. H. Hall
Date Dec 12-13-1922 U.S. Agent M. Belt. M. Dempsey
N. M. Hawkins

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* Tabulated as white women since it was impossible to determine if any were negroes.

New Jersey

Laundry

10 Schedules

MJ

31 1-8-5

U. S. Department of Labor
WOMEN'S BUREAU
Washington

1. Firm name Gordon Supply Co (Towel + coat supply) Address 127 Halsey St., Newark, N. J.
Mail report to Mr. Tyler
2. Industry Steam Laundry Position in Firm Manager of Laundry

3. Scheduled force average ✓ less than average X
temporarily increased X
weeks closed during 52 week period X

4. Number employed in scheduled week (payroll date July 15)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	3	18							
Women	31	79							
Minors	X	X							
Total	34	97							

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
Begin	7.30	7.30				
End	5.00	1.00				
Lunch period	30 min	X				
Rest period	X	X				
Daily hours	9	5½				
Weekly number of days		5½				
Weekly hours		50½				

6. Irregular hours Sometimes the girls go home at 12 on Saturdays. It depends on work. They don't have to come until 8 AM Mondays if they are busy.

7. Wages: length of pay period 1 week
deductions X
Bonus, commissions X
premium, (piece work with garantee) X
overtime pay straight pay, but very little overtime
basis of payment irregular X
vacation with pay, length 1 employee gets a week. She has been with firm 15 years.

8. Employment policy: centralized method, (employment mgr., supt, foreman) X
method not centralized X
records kept X
labor turnover About 100% or so. No accurate statement available
Foreign wages high, but colored girls like to move around.

9. Subcontract shop: X
home work process X In plant — Same rate — Var —

Company's informant Miss Woodland
Date Oct. 4, 1922 U.S. Agent Dempsey

192

NJ

31 9-8-4

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Jersey City

1. Firm name The R. H. Steele Laundry Address 136-54 Oakland
Mail report to G. E. Steele
2. Industry Steamship Laundry Position in Firm Pres.

3. Scheduled force average ✓ less than average X
temporarily increased X
weeks closed during 52 week period X

4. Number employed in scheduled week (payroll date Sept 13, 22)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	80	5	85						
Women	165	62	227						
Minors	1	X	1						
Total	246	67	313						

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
Begin	7.30	7.30				
End	5.30	2.00				
Lunch period	30 min	30 min				
Rest period	X	X				
Daily hours	9½	6				
Weekly number of days	6					
Weekly hours	54 max					

6. Irregular hours if business permits often stops earlier on Sat. This hour or so if not worked on Sat is worked generally later in the week and is paid at rate of time & half. If on holiday double time is paid

7. Wages: length of pay period 1 wk.
deductions X
Bonus, commissions X
premium, (piece work with garantee) min of $12. for piece workers.
overtime pay
basis of payment irregular in case of stopping early on Sat. generally work later in week an extra hour or so if necessary for this extra time paid time and a half. double time on holidays
vacation with pay, length X

8. Employment policy: centralized method, (employment mgr., supt, foreman) Timekeeper & Mgr.
method not centralized ✓
records kept X
labor turnover X

9. Subcontract shop: X
home work process X In plant X Same rate X Var X

Company's informant Mr Christensen Mgr.
Date Oct 5, 1922 U.S. Agent M. H. Jurmen & M. Reilt

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nJ No 52 wks 31 1-8-1

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Newark N.J.

1. Firm name Imperial Laundry Co Address 58-64 Gould Ave
Mail report to Mr J. F. Brady
2. Industry Laundry Position in Firm Supt
3. Scheduled force average ✓ less than average X
temporarily increased X
weeks closed during 52 week period X
4. Number employed in scheduled week (payroll date Sept 16. 1922)

	White	Col	Total	White	Col	Total	White	Col	Total
Men	22	X	22						
Women	~~119~~ 116	10	129						
Minors	X	X	X						
Total	151	10	151						

5. Firm's regular hours:

	Daily	Saturday	Daily	Saturday	Daily	Saturday
Begin	7.30	7.30				
End	5.30	1.00 pm	work			
Lunch period	1 hr	1 hr.				
Rest period	~~10 min~~	10 min				
Daily hours	~~8~~ 9	9				
Weekly number of days		6				
Weekly hours		54				

6. Irregular hours paid on basis of 54 hrs per week. Works till one o'clock on Saturday usually. No difference made in pay if they finish at noon sat or work full 9 hrs on sat. Girls get off at noon sat if work is finished.
7. Wages: length of pay period 1 wk
deductions X
Bonus, commissions dollar bonus paid for full week if not late any time during period.
premium, (piece work with garantee) X
overtime pay X
basis of payment irregular paid on basis of 54 hrs per week. If get through early on sat go home paid for full day
vacation with pay, length X
8. Employment policy: centralized method, (employment mgr., supt, foreman) ✓
method not centralized X
records kept X
labor turnover X
9. Subcontract shop: X
home work process X In plant X Same rate X Var X

Company's informant Miss Anna M. Brown
Date Sept 22, 1922 U.S. Agent M. H. Turner, J. S. Myers

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Bul 48 1926
Women in Oklahoma Industries
Factory Schedules & Home visit Scheds.

— Oklahoma —

Glass & Glass Prod
& Schedules

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Graham glass Co Address Okmulgee Okla.
Person interviewed Mr. Weihe
2. Product glass bottles Position office mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	32 ~~32~~	~~29~~	Boys			~~61~~
Women	~~12~~	X	Girls			~~12~~
Total	~~34~~	~~29~~	Total			~~73~~

AA442

Night

	W.	C.		W.	C.	Total
Men	15	1	Boys			16
Women	X	X	Girls			X
Total	15	1	Total			16

4. Firm's scheduled hours:

Daily: Begin 7 End 3.30 Lunch period ½ hr Rest period Total 8
Saturday " 7 " 3.30 " " ½ hr " " " 8
Shifts " — " — " " — " " " —

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total
Saturday " " " " " " " "
Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Plant was closed from 1920 - Dec 1923. (not seasonal but not enough work.
closed again May 29 - 1924 until fall.

6. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X ~~Simple recs. name, address.~~

7. Subcontract shop X Home work given out X

Date 6/4/24 Agent H. T. H.

(322)

ay roll
2s.

running from 1920
until Dec 1923.

Closed May 29- 1924 until
Nov. 1924

Graham Glass Co

4-2

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number 1

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st fl.	wd	rough splinty	✓	X	—	X	X	—	✓	✓	✓	—	✓	✓	(1) X	X
	(1) rough rafters.															
	Plant															

Notes Plant closed date of visit. workers are getting the place into shape for work in fall. Have it partly painted inside + will finish painting it.

14. Clnged:by girls X men X jant. X janitress X other night watchman no resp. X
Sweep continually, scrub - seldom.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Sash wind in a continuous line along 2 sides Monitor roof - about 1/2 way.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) gen. elec. dp. lts. no shades. 200 watt bulbs.

17 - 18: Glare or reflection: describe No bulbs in sockets on date of visit could not tell but probable glare

19. Heating system from machinery. a few gas heaters to put around room if necessary.

Graham Glass Co

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FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. X Kind Monitor roof with windows opening also sides opening for ventil.
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes . girls do not work near furnaces or layers. They pack from boxes at one side of room.
Other

Sanitation:
22. Drinking facilities, n. R. ~~sta~~ foreman thought they would have tanks loc. in work room. faucet in toilet room. Conv. ✓
Bblr. X San — Tank ✓? Cooler X Faucet ✓ Other X
Cup, common n. R Individual n. R. Kind n. R.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st fl	in toilet room 1 white sink 1	✓	✓	✓	✓	X	X	—	—	—	—

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand X Auto. ~~seat~~ flush Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1st	2	cem	Makers	✓	✓	✓	X	✓	✓	X	✓	X	—	✓	✓	✓

2 seats with no partitions of any kind ~~Foot~~ Foreman said he would have them put in third summer - they have the workman right there & are doing all sorts of repairing & can do this easily at same time.

Total no. seats 2 No. wmn. per seat 6
Clng. by girls X Men X Jant. X Janitress X Other night watchman No. resp X
Swept reg. ✓ Freq. 1a Wrk. hrs. night Scrub reg. X Freq. N.P. Work hrs. night

Service and Welfare.
25. Lunchroom, combined with — Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none not provided
Eat in Rest Room.

...m Glass Co

4-R

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with X Prov. ✓ Loc. 1st fl. wb rm Equip. o.k. 2 mission coolers
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. X If none X
Small rm. Plan on enlarging it this summer.

27. Cloakroom, combined with toilet rm Prov. ✓ Loc. 1st wb rm Conv. ✓ Lkr. X
Shlv. X hngr. X Wl. hk ✓ Seats X Cln. ✓ Lgt. nat. ✓ Art. ✓ from lts rm wb rm
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —
Space partitioned off just outside toilet rm.

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call ✓ 1st aid kit
Chg. of girls department Supt. or one of Med. exam X Health rec. X Acc. rec. ✓
Comp. ✓ 1 no. Co

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand pack bottle	X	—	—	—	—	X	X	X	—	—	—	—	—
Sit or stand													

Describe: Opportunity to sit, etc. Only chance to sit is in rest room when not busy.

Supt. showed agent thro' plant asked about hours for women and said "they can't work nights can they"? Agent told him, unfortunately they could & told him to write to Commissioner of Labor for a copy of laws to have on file. He said "I don't want one. the home office think now that women can work only 8 hrs & can't work nights. Let them think so. That is enough for any woman to work & they shouldn't work nights, so the office needn't know any different."

4-4

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Kerr Glass Mfg Co Address Sand Springs Okla
Person interviewed T. W. Kerr
2. Product Fruit Jars & Jelly Glasses Position Gen. Mgr.
3. Number employed:

~~Day~~ Total

	W.	C.		W.	C.	Total
Men	19	148	Boys			167
Women	41	X	Girls	X	X	41
Total	60	148	Total			208

Night No women on night force

	W.	C.		W.	C.	Total
Men	N.R	N.R.	Boys			N.R
Women	X	X	Girls	X	X	
Total			Total			

Inspected by [illegible] Apr 10

4. Firm's scheduled hours: Men on 3-8 hr shifts.

10 Women Selectors

Daily: Begin 8 End 4 Lunch period 20 or 25 Rest period X Total 8 (1) over
Saturday " 8 " 4 " " 1 " " X " 8
Shifts " — " — " " — " " — " —
Regular weekly number of days 6 Total weekly hours 48
Shifts weekly number of periods — Total shifts weekly hours —

3 women Packers & inspectors

Daily: Begin 8 End 4.30 Lunch period 30 min Rest period X Total 8
Saturday " 8 " 4.30 " " 30 min " " X " 8
Shifts " — " — " " — " " — " —
Regular weekly number of days 6 Total weekly hours 48
Shifts weekly number of periods — Total shifts weekly hours —

5. Seasonal Small unit Closed 3 wks in Aug. to repair plant, 8 wks Oct & Nov. due to trade conditions. Busy season summer months. Have 2 units, smaller unit run only in summer.
6. Employment Policy:
Employment manager X Or centralized method Foreman Foremen X
Records kept ✓ Form attached
7. Subcontract shop X Home work given out X

Date June 11, 1924 Agent Burham

(322)

① Foreman stated work on lehres stopped so girls had 20 or 25 min. for lunch. However it was called an 8 hr. day, and paid for accordingly

[illegible] 2% to 9% of yrs.
[illegible] salary paid after 1st yr yrs
[illegible] service 6% after 5 yrs.
[illegible] 1a yrs as it was paid in these cases should be added. Not included.
1924 pay roll. Bonus can not be added as it is not yet determined that it will be received.

Kerr Glass Mfg Co

4-4

Herr Glass Mfg Co

4-4

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. _____ Nat.lt.o.k. _____ Art.prov. _____ Other _____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number 2

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Pack Dept A 1st		Cem	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
Pack Dept B 1st		Cem	✓	✓	—	—	✓ (1)	X	—	✓	✓	✓	—	✓	✓	✓	X

(1) passage to toilet partly obstructed by conveyor where women work.

Notes _____

14. Clnged by girls X men X jant. ✓ janitress X other X no resp. X
sprinkle & sweep daily no scrubbing

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.
A. Large factory windows 2 sides but light obstructed by equipment on 3 sides. No curtains needed. Art. light always used.
B.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)
A. Gen. Ceiling Pan shaped deflectors. Group light for inspectors with long trough like reflector.
B. Gen. Ceiling, pan shaped reflectors. Group - pan reflectors for inspectors Group - long trough reflectors for selectors

17 - 18: Glare or reflection: describe X

19. Heating system Gas stoves not too close to workers

4-4

...ner Glass Mfg Co.

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ? Art. ✓ Kind { in 1 pack room air blown in from over head thru large pipes. 2nd pack room, no system. loc. but large fans 1 by each lehr.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes — Likely to be nuisance for selecters
Other — who work directly from lehrs.

Sanitation:
22. Drinking facilities, loc. Yard, South of each group of bldgs, Conv. X about 50 ft from entrance
Bblr. X San — Tank X Cooler ✓ Faucet X Other X
Cup, common ✓ Individual X Kind glass

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
a	1 pitt Closet 1 porc. bowl - 1	✓	X	✓	X	X	✓	X	✓	none due of inspector	
B	Closet 1 porc. bowl-1	✓	X	✓	X	X	✓	X	✓	"foreman" slabs usually furnished	

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand X Auto. seat ✓ Repr ✓ (1) Plb ✓ Cl. X Paper ✓ Instrt. X

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
A 1st	wh.	2	Cen	McCloak	✓	✓	X	X	✓	✓	✓	✓	X	—	✓	X	✓
B 1st	wh.	2	Cen	McCloak	✓	✓	X	X	✓	✓	X	✓	X	—	✓	X	✓

(1) one seat removed & on floor beside plumbing

Total no. seats 4 No. wmn. per seat 11
Clng. by girls X Men ✓ Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. d Wrk. hrs. X Scrub reg. 2 Freq. 1 week Work hrs. X
or 10 days for steam thought

Service and Welfare.
25. Lunchroom, combined with ___ Prov. ___ Kind ___
Loc. ___ Equip.o.k. ___ Cln. ___ Lt.Nat. ___ Art. ___ Vent.o.k. ___
Prov. hot food, drink only ___ Cooking convncs ___ Supr. ___ If none workroom or yard

Kerr Glass Mfg

FACTORY SCHEDULE, Sheet 4.

26. Restroom, com~~b~~. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none No provision

27. Cloakroom, combined with X Prov. ✓ Loc. one flr. each work room Conv. ✓ Lkr. ✓
Shlv. ✓ hngr. X Wl. hk X Seats benches Cln. ✓ Lgt. nat. ✓ Art. X
Vent. o.k. ✓ Supr. X If none _____ lkr. _____ shlv. _____ hngr. _____ Wl. hk _____

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call X 1st aid ✓
Chg. of foreman Med. exam X Health rec. X Acc. rec. ✓ if comp.
Comp. ✓ Ins. Co.

29. Other welfare: Bonus on anniversary of beginning employment for steady work. 6 % of yrs. salary per yr. for 1st 5 yrs. then 7 %.
1923 these presents were 5 & 6 - Continued - below.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand													
Select						✓	X	X				gloves	
Inspect	issue					X	X						
Pack & putrcaps						X	X						
Sit or stand													

Describe: Opportunity to sit, etc. X

29 cont. Welfare worker, who visits absentees to discover cause of absence & see if any assistance can be given in cases of sickness or need. Gen. Mgr. - try to assist all needy families

4-7

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
extra sheet 1-a

1. Name of factory Schram Glass Mfg Co Address Sapulpa
Person interviewed Mr. J.H. Hiatt. Supt. Mgr.
2. Product mason jars. Position Mr. C.H. Inglish Office Mgr.

3. Number employed:

	W.	C.		W.	C.	Total
Day						
Men	39	12	Boys			47
Women	46	X	Girls			46
Total	85	8	Total			93
Night						
Men	38	6	Boys			
Women	X	X	Girls			
Total	X	X	Total			

4. Firm's scheduled hours:

all other women

Daily: Begin 7.30 End 4.30 Lunch period 1 hr Rest period X Total 8

Saturday " 7.30 " 4.30 " " 1 hr " " X " 8

Shifts " — " — " " — " " X " —

men's night hrs see extra sheet 1-a

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods — Total shifts weekly hours —

Cappers.

Daily: Begin 8 End 5 Lunch period 1 hr Rest period X Total 8

Saturday " 8 " 5 " " 1 hr " " X " 8

Shifts " — " — " " — " " X " —

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods — Total shifts weekly hours —

5. Seasonal about 3 months prior. 1923. July. Aug. Sept.
1924 - probably will be Oct. Nov. Dec. due to trade cond.

6. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X

7. Subcontract shop X Home work given out X

Date 6/12/24 Agent H.M.H.

(322)

Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1. extra a 4-7

1. Name of factory Scheram Glass Mfg Co Address
Person interviewed
2. Product Position
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours: Men.

Daily: Begin 12 midnight End 8 a.m Lunch period X Rest period Total 8 ✓

Saturday " 12 midnight " 8 a.m " " X " " " 8 ✓

Shifts " " " " " " " "

Regular weekly number of days 7 Total weekly hours 56 ✓

Shifts weekly number of periods Total shifts weekly hours

Daily: Begin 4 P.M. End 12 midnight Lunch period X Rest period Total 8 ✓

Saturday " 4 P.M " 12 midnight " " X " " " 8 ✓

Shifts " — " — " " X " " " "

Regular weekly number of days 7 Total weekly hours 56 ✓

Shifts weekly number of periods Total shifts weekly hours

5. ~~Seasonal~~ Sat 8 a.m – 4 P.m. 8 ✓
8 a.m 4 P.M 8 ✓
7 days 56.

6. Employment Policy:
Employment manager Or centralized method Foremen
Records kept

7. Subcontract shop Home work given out

Date Agent

(322)

...ran Glass Mfg Co.

4-7

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

None

Workrooms. Number 1

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
packing 1st fl.		wood	✓	✓	rough	–	X	X	–	✓	✓	✓	–	✓	✓	(1) X	X

This room is away from the furnaces & lehrs. T shaped bldg. women in the top part of the T. Do not get the heat from the other room.

Notes (1) iron girders ~~rafters~~ painted dark gray.
There was absolutely no glass about on the floors even in the furnace room. There the jars are taken out of molds set on conveyors which carry them right into the P.T.O.

14. Clnged: by girls X men X jant. X janitress X other night watchman no resp. X
floor boys sweep during day when nec. sweeps night - scrubs when nec.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. wind 2 sides double sash 1/2 sash avail. large doors open in summer. all along side. Monitor roof.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) gen. cil. elec. lt. dp. ~~ft~~ lts high. except a few at capping machine - low.

17 - 18: Glare or reflection: describe at capping machine.

19. Heating system stoves in room. ~~[illegible]~~ gas heaters under tables where women work.

Douglas Co.

4-7

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other — Have a very good machine for setting up boxes - invention of Mr. Hiatt. The 5 wkt. women working in this - absolutely no danger, there is no power involved here. Calls it a box press.

Sanitation:
22. Drinking facilities, loc. in work room Conv. ✓
Bblr. X San — Tank ✓ tanks Cooler X Faucet X Other X
Cup, common ✓ Individual X Kind tin cup
girls have own cups.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st	in work rm 1 sink zinc.	✓	✓	✓	X	X	X	—	—	—	—

This is just a sink with an outlet - no faucets. water is put in inf curved over in pails & put in, & everyone dips in. Supt. said he would put in a faucet or some other arrangement so that there would be running water

24. Toilets: Kind see note (1) Sep. ✓ If none, arrangement —
Flush, hand X Auto. seat see note Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1st fl.	3	wood	Workrm	✓	✓	✓	X	✓	✓	(2) X	✓	X	—	✓	✓	✓

(1) this is a cement & brick vault 8-9 ft deep. A large strong stream of water is flushed thro' it every evening after quitting time has been put in. This seems to be a pretty good arrangement. On an exceedingly hot day there was no odor at all.
(2) When Supt's attention was called to this cond. he said he would enclose the seat. Had never thought of it before. Asked Agent to please call in about 2 weeks time, so he could see that he had done it. His young son suggested sending a picture of it completed!!!!

Total no. seats 3 No. wmn. per seat 16
Clng. by girls X Men X Jant. X Janitress X Other night watchman No. resp X
Swept reg. ✓ Freq. 1c D Wrk. hrs. ~~X~~ night Scrub reg. ✓ Freq. 1c W. Work hrs. X night

Service and Welfare.
25. Lunchroom, combined with — Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none no provision

10. layers and slide them off into the lehr, without any one touching them. An unusually fine arrangement. ~~It~~ This conveyor is the invention of the Supt. Mr. Hiatt. There is no carrying of glass back & forth & ~~so~~ there are no women or boys working in the furnace rooms - one man for each automatic machine to take the jars out of the molds & set them on the conveyor, is all that is necessary. This is one reason that there is ~~no~~ broken glass about on the floors.

Vertical App. Speci. H
20. 21.

Glass Co.

4-7

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other — Have a very good machine for setting of boxes - invention of Mr. Hiatt the Supt. women working on these - absolutely no danger, there is no fumes involved here. calls it a box press.

Sanitation:
22. Drinking facilities, loc. in work rooms Conv. ✓
Bblr. X San — Tank ✓ bowl Cooler X Faucet X Other X
Cup, common ✓ Individual X Kind tin cup
girls have own cups.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st	in work rm 1 sink zinc.	✓	✓	✓	X	X	X	—	—	—	—

this is just a sink with an outlet. no faucets. water is put in, inf curved over in pails & put in, & everyone dips in. Supt. said he would put in a faucet or some other arrangement so that there would be running water

24. Toilets: Kind see note (1) Sep. ✓ If none, arrangement —
Flush, hand X Auto. seat see note Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1st fl.		3	wood	Work rm	✓	✓	✓	X	✓	✓	(2) X	✓	X	—	✓	✓	✓

(1) this is a cement & brick vault 8-9 ft deep. A large strong stream of water is flushed thro' it every evening after quitting time has been put in. This seems to be a pretty good arrangement. On an exceedingly hot day, there was no odor at all.
(2) When Supt's attention was called to this cond. he said he would enclose the seats. Had never thought of it before. Asked Agent to please call in about 2 weeks time, so he could see that he had done it. His young son suggested sending a picture of it completed!!!!

Total no. seats 3 No. wmn. per seat 16
Clng. by girls X Men X Jant. X Janitress X Other night watchman No. resp X
Swept reg. ✓ Freq. 1c D Wrk. hrs. X night Scrub reg. ✓ Freq. 1c W. Work hrs. X night

Service and Welfare.
25. Lunchroom, combined with — Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none no provision

...ram glass Mfg Co.

4-7

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with X Prov. ____ Loc. ____ Equip. o.k. ____
Cln. ____ Lgt.nat. X Art. ____ Vent.o.k. ____ Supr. ____ If none long benches in cloakroom.

27. Cloakroom, combined with toilet rm Prov. ✓ Loc. Workroom Conv. ✓ Lkr. X
Shlv. ✓ hngr. X Wl.hk X Seats long bench Cln. ✓ Lgt.nat. X Art. ✓
Vent.o.k. ✓ Supr. X If none ____ lkr. ____ shlv. ____ hngr. ____ Wl. hk ____
(1) thro door way which is screened ~~[illegible]~~

28. Health Service:
Hosp. X Chg.of ____ Dr.reg. X On call ____ 1st aid 3 kits in diff parts.
Chg.of foreman Med.exam X Health rec. X Acc.rec. ✓
Comp. Ins. Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand wire pans, cappers, set up jiggers, set up boxes in rack.	I	X	occ	X	X	X	X	X					
Sit or stand													

Describe: Opportunity to sit, etc. girls can sit down when there is no work or when it is coming slowly.

Supt. says: "when I have to work women at night, I will quit the glass business." I don't believe in it"

— Oklahoma —

Meat, Poultry + Dairy Products.

6 Schedules

Oklahoma - Meat, Poultry, etc.

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
extra sheet 2-a
" " 4-a.

1. Name of factory Morris + Co. Address National Stockyards - Okla. City
Person interviewed Mr. H. L. Bunion Supt
2. Product Meat Packers. Position Mr. M. J. Horigan Empl Mgr.
Mr. W. E Tenneny time keeper

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	289	89	Boys			378
Women	~~53~~ 31	~~5~~ 2	Girls			~~38~~ 33
Total	~~342~~ 320	94	Total			~~416~~ 411

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 End 4.30 Lunch period ½ hr Rest period Total 8
Saturday " 8 " 4.30 " " ½ hr " " " 8
Shifts " — " — " " — " " " —
Regular weekly number of days 6 Total weekly hours 48
Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total
Saturday " " " " " " "
Shifts " " " " " " "
Regular weekly number of days Total weekly hours
Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Slack Jan Feb, Mar in a few depts.
Busy - sliced bacon, sausage, smoked meats rest of yr. Egg dept. Apr - July.

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓ complete ones

7. Subcontract shop X Home work given out X

Date 5/6/24 Agent H. M. H.

(322)

...4 Co - Okla City

2-3

FACTORY SCHEDULE, Sheet 2.

8. Halls: To get to some of rooms it was necessary to go thru other work rooms, but never more than one.

Indirect X Cl. _____ Nat.lt.o.k. _____ Art.prov. _____ Other _____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
wood 1	outside ground-up to platforms	X	✓ / ✓	X / *	X —	X	X	✓	✓	—
only	from platform - there was an incline with cleats, to go the rest of the way a short distance to land refinery room.									
** wood.	outside 1st fl - to top.	X	✓ / ✓	✓ / ✓	✓ ✓	X	X	✓	✓	treads a bit worn.
wood	inside	X	✓ / ✓	✓ / ✓	✓ ✓ (rails)	X	X	✓	✓	—
	* not necessary, outside									

** partly under cover, -

Workrooms. Number 9 See next sheet.

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Land ref. A	2nd fl.	wd	✓	✓	splintery	—	Trucks	X	—	✓	✓	X	—	✓	✓	X	X
Land coolers B	2nd fl	wd	✓	✓	—	—	X	X	—	✓	✓	X	—	✓	✓	X	X
Beef offal C	-3 fl.	brick	✓	✓	worst platforms	—	X	X	—	✓	✓	X	—	✓	✓	X	X
Hog offal D	3-fl	bricks	✓	✓	wood platforms	—	X	X	—	✓	✓	X	—	✓	✓	X	X

Notes Floors in C - D always wet because of constant washing to keep them clean

14. Clnged:by girls X men ✓ jant. ✓ janitress X other X no resp. X
Have night force to go over whole place each night.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. A. Sash wind 1 side. wire glass.
B. No windows
C. large sash - 3 sides - wire glass.
D large sash - 2 sides wire glass.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. gen. ceil. unshaded. Some table lts. dp. unshaded.
B gen. ceil - large pan reflectors.
C gen. ceil - large pan shaped reflectors
D. gen. ceil - some unshaded - some large pan shaped refl. 1 string dp. shade.

17 - 18: Glare or reflection: describe A dp. table lts.

19. Heating system E-H-I. Hot air systems large pipe overhead - large openings.
A - C - D - steam pipes overhead
B - F. G. Coolers - no heat

...is + Co - Okla. City

2-3

FACTORY SCHEDULE, Sheet 2.-a Extra

8. Halls:
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

See sheet 2

Workrooms. Number —

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Sausage Mfg E - 6 fl.	—	wd	*	*?	—	—	X	X	—	✓	✓	X	—	✓	✓	X	X
sausage pack F. 5 fl.	—	wd	✓	✓	(3) Sawdust —	—	X	X	—	✓	✓	X	—	✓	✓	X	X
Slice bacon G. 3 fl.	—	conc.	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
Smoke house H. 3. fl.	—	wd	✓	✓	Sawdust	—	X	X	—	✓	✓	X	—	✓	✓	X	X
Egg break I. 6 fl.	**	wd	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes * . Floor was partly torn up being replaced by a new one. Very cluttered & upset.
** long drain across room. This room was not operating on date of visit, but expected to start following day. (3) sawdust on floor, easier to stand on - much warmer.

14. Clnged:by girls X men ✓ jant. ✓ janitress X other X no resp. X
all halls & toilets

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. E. sash wind. skylights 2 sides wire glass.
F. No windows.
G small sash. 1 side wire glass
H No windows except in adjoining room. I skylights.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) E gen. elec - ~~[illegible]~~ pan reflectors
F gen. elec - dp lts unshaded.
G. gen. elec. ~~[illegible]~~ large pan reflectors.
H. gen. elec large pan reflectors. I dp lts. ~~[illegible]~~ shaded

17 - 18: Glare or reflection: describe F. + I low hung lts.

19. Heating system ~~steam~~ See sheet 2.

4 Co. Okla. City

2-3

FACTORY SCHEDULE, Sheet 3.

all night in summer time when fresh air is forced thru the pipes used for heating in ~~summer~~ winter time. doubtful about air supply in winter.

20. Ventilation:
App. o.k. ? Art. ✓ Kind ~~Ventilators~~ - E. | ventil. cold air. in I - F g.
Loc. in sky lights

21. Special prob.
Heat - Cold ✓ - Dust - Lint - Humid. - Fumes B - 60° F 45° g. 55° I. 50°
~~Other F is probably cold, but no one working there could find some who knew anything about it~~

Sanitation:
22. Drinking facilities, loc. ~~in wash~~ wk rm Conv. ✓
Bblr. ✓ San X Tank X Cooler ~~X~~ Faucet ✓ Other —
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
C-D-E-F 4 fl	in toilet rm. " H - 2 wash bowls 2	* X	✓	✓	✓	liquid ✓	✓	X	X	roller towel	2 ce day or oftener if necessary. 19 W
3 fl.	1 in wk rm 1 wash bowl 1	✓	✓	✓	✓	liq. ✓	✓	✓	✓	—	Continuous 9 W
6 fl	I. 1 in wk rm. wash bowl 1	✓	✓	✓	✓	✓	✓	✓	✓	X	~~no women~~ Continuous X
A-B ground fl.	~~Dressing~~ Off cloak rm 2 wash bowls. 2	A-B X All ** ✓	✓	✓	✓	✓	✓	X	X	roller	2 per day. 5 W +
Col. C + Cafeteria 1 fl	Off cloak rm. in toilet rm 1 wash bowl 1	X	✓	✓	✓	✓	✓	X	X	roller	1 per day 5 W.

* all had to go up or down flights of stairs. However there is always some water in each room. ** Everyone does this at night when getting ready to go home.

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
wh. 4. fl.	4	* corner	near stairs		✓	✓	X	✓	✓	** X	✓	X	—	✓	✓	✓
girls on 3, 5 + 6 fl. used. not exactly convenient for any. All had to go some little distance																
wh.	sep bldg 1 fl	2	corner	sep bldg	X	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓
Col. - 5 W	1st fl.	2	corner *	bldg 2	X - B in Cafeteria	✓	✓	X	2	✓	** X	✓	X	—	✓	✓
serves only for Cafeteria workers. 1 col. woman on 6. fl must come clear down to 1st fl.																

* drain ** no doors

Total no. seats wh - 6 col - 2 No. wmn. per seat wh - 6 col - 3
Clng. by girls X Men X Jant. ✓ Janitress — Other — No. resp —
Swept reg. ✓ Freq. 1 ce D Wrk. hrs. X Scrub reg. ✓ Freq. 1 ce D Work hrs. X

Service and Welfare.

25. Lunchroom, combined with Sep bldg Prov. ✓ Kind Cafeteria
Loc. 1st fl. Equip. o.k. ✓ Cln. ✓ Lt. Nat. ✓ Art. ✓ Vent. o.k. ✓
Prov. hot food, drink only — Cooking convncs — Supr. — If none —

regular Cafeteria. clean + in good order. Kitchen - concrete fl. drain. long ventilator in ceiling. no exhaust fans in this

Co. Okla City

2-3

FACTORY SCHEDULE, Sheet 4.

26. Restroom, X comb. with _____ Prov. _____ Loc. _____ Equip. o.k. cot in Hosp. Rm.
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with toilet Prov. ✓ Loc. Sep bldg Conv. X Lkr. ✓
Shlv. ✓ hngr. X Wl. hk X Seats * ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —
* many long wide benches — janitress

see below

28. Health Service:
Hosp. ✓ Chg. of Male nurse Dr. reg. X On call ✓ 1st aid —
Chg. of — Med. exam ✓ Health rec. ✓ Acc. rec. ✓
Comp. ✓ Self Ins.

see below

29. Other welfare: Pension Fund - deduct amount from pay each month. Company furnishes clerical force does not contribute.

see next sheet.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand fill lard cans	A	X	*	bar on table	✓	X	✓	X	—	—	—	—	—
cover lard cans	X	—	—	—	—								
clean lard casings linters	X	—	—	—	—								
fill sausage pans	X	—	—	—	—	X	✓	✓	***	✓	—	rubber aprons	—
Sit or stand													
pack lard in cartons	G	X	✓	shelf on locker	X								
clean hog casings	E	X	✓	**	✓	X	✓	X	—	—	—	—	—

Describe: Opportunity to sit, etc. * A chair on 1 side. worker changed sides to work & so was able to sit part of time. ** board projecting out in front of stool *** girls buy from firm at cost.

Colored Women

27 cloakroom.. comb with toilet. 1st fl. conv X lockers ✓ benches ✓. nat, lt. ✓ artif lt ✓ vent. o.k. ✓ janitress in charge.

Col. women - only 1. eats in Col cloakroom. other Col. women all works in Cafeteria + eat there.

29. Plant Conference board. Management + workers. settle disputes. fix all rates which are then voted on by employees.

Okla City

2-3

FACTORY SCHEDULE, Sheet 4.-b Extra

26. Restroom, comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom combined with toilet Prov. ✓ Loc. [illegible] Conv. ✓ Lkr. ✓
Shlv. ✓ hngr. X Wl.hk X Seats * Cln. ✓ Lgt. nat. ✓ Art. _____
Vent. o.k. ✓ Supr. X If none _____ lkr. _____ shlv. _____ hngr. _____ Wl. hk _____
* Ma[illegible] inches [illegible]

28. Health Service:
Hosp. ✓ Chg. of _____ Dr. reg. _____ On call _____ 1st aid _____
Chg. of _____ Med. exam _____ Health rec. _____ Acc. rec. _____
Comp. _____

29. Other welfare: _____

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit packs slice bacon	B	X	✓	Long low bench	✓	X	✓	X	—	—	—	—	—
Egg breaking	**C	X	✓	(built in front of stool)	✓	X	✓	X	—	—	—	—	—
Stand wash earings	X	—	—	—	—								
[illegible], use cup & pack sausage	X	—	—	—	—								
mix spices	B *	—	✓	X	X								
Sit or stand wrap hams & bacon	E	X	✓	shelf of table	✓								

Describe: Opportunity to sit, etc.* when not working can sit down
* * some unusually small round seats - probably uncomfortable for a large fat woman.

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
extra sheet 2-a & b
" " 4

1. Name of factory Wilson & Co. Address Stockyards. Oklahoma City Okl.
Person interviewed Mr. Gaston. gen Mgr.
2. Product Meat packers. Position Mr. V. F McMahon - Supt.
Mr. Pope - Empl. Mgr.
Mr. Trybles - Time keeper.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	346	79	Boys			425
Women	45	—	Girls			45
Total	~~391~~ 387	79	Total			~~470~~ 466

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 End 4.30 Lunch period ½ hr Rest period Total 8
Saturday " 8 " 4 30 " " ½ hr " " " 8
Shifts " — " — " " — " " " —

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods Total shifts weekly hours

Daily: Begin End Lunch period Rest period Total
Saturday " " " " " " " "
Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Slack in a few depts. June to Sept.
Busy - June

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept complete nos. records attached

7. Subcontract shop X Home work given out X

Date 5/5/24 Agent H. M. H.

(322)

... - Okla. City

2-6

FACTORY SCHEDULE, Sheet 2.

Necessary to go thru some rooms to get to others.

8. Halls: Indirect X Cl. X Nat.lt.o.k. ____ Art.prov. ____ Other ____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.		Art. lt. prov.		Hand rl. o.k.		Narrow	Steep	Cle.	Rpr. o.k.	Other
Iron	Inside 1st-6 fl.	✓	X	X	✓	✓	iron ✓	✓	X	✓	✓	✓	—
iron	Inside 1st-to top	X	X	X	✓	✓	iron ✓	✓	X	✓	✓	✓	—
iron	Inside. 1st-to top	✓	X	X	✓	✓	iron ✓	✓	X	✓	✓	✓	—

There are other stairways about which could be used, but place is so complicated, impossible to locate all of them. These were all near where women were working. or not too far away.

Workrooms. Number 12

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
A	Packing 6 fl.	brick	✓	✓	wood platform	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
B.	Hog Bill 6 fl	brick	✓	✓	wood slat platform	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
C.	Pork Trim 4 fl.	wood	✓	✓	wood platform	—	X	✓	—	✓	✓	✓	—	✓	✓	✓	X
D	Sausage Mfg 3 fl	concr.	✓	✓	wood platform	—	(1) ✓-	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes Floors A-B-C-D were wet always, due to constant washing to keep them clean & sanitary. drainage was good, so there were few puddles around.
(1) Some large trucks which were left in one place for a long time

14. Clnged by girls X men ✓ jant. ✓ janitress X other X no resp. X
men keep clean during day. Have night force to go over whole place cleaning - Sub & scrub

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. A Sash wind. 2 sides wire glass
B. Sash. wind - 2 sides - wire glass.
C. No windows
D. sash wood small 2 sides wire glass

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. gen. elec. cil lt. unshaded indir dfs. green glass shades.
B. gen. elec. cil. unshaded. table lts dfs green glass shades.
C. Indir lts dfs - no shade.
D. Cil lts gen. green glass shades - Table lts - dfs. green glass shades

17 - 18: Glare or reflection: describe C - low hung lts. no shades.

19. Heating system Steam - pipes along walls overhead in some rooms. A.B.D.
No heat in coolers - C.

...o. Okla. City.

2-6

FACTORY SCHEDULE, Sheet 2.
Extra sheet. 2-a.

8. Halls:
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

See sheet 2

Workrooms. Number_____

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
E	Spice 3-fl	conc.	✓	✓	*	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X
F	Pack sausage 2-fl	Cener	✓	✓	Sawdust	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X
G.	smoke house 2 fl.	cener	✓	✓	sawdust	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X
H.	hard refing 2-fl	wd	* X	✓	–	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X

Notes * broken place in floor, piece of tin over it, this was ragged. Agent warned to be careful. * *. Sawdust makes standing on cement fl. easier.

14. Clnged:by girls See men water janitor p.-2 janitress_____ other_____ no resp._____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. E sash - 1 sid - wire glass.
F ~~No wind~~ small sash - 2 sides - wire glass.
G. sash wind - 1 side - wire glass.
H. sash wind 2 sides - n.a.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) E dp. table lts - unshaded
F. gen. dp. lts. unshaded
G. gen. ceil lts unshaded - high noglare.
H gen. ceil lts - dp table lts - green glass shades.

17 - 18: Glare or reflection: describe E.-F low hung unshaded!

19. Heating system steam pipes overhead. E. H.
No heat in cooler.- F. G.

Kela City

2-6

Extra

FACTORY SCHEDULE, Sheet 2.-b

8. Halls:
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

see sheet 2

Workrooms. Number _____

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
* I	Setup cartons 2 fl	wd.	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
J	Bins Bacon 2 fl.	conc.	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
K.	Bacon hand pack 2 fl.	conc	✓	✓	wood platform stirling	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
L.	Smoking rms 4th fl.	wd	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes * I. This was just in a corner of large warehouse

14. Clnged:by girls_____ men see sheet 2 janitors see sheet 2 janitress_____ other_____ no resp._____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. I a few on one side, not enough for light here

J. large sash - 2 sides - wire glass.
K. large sash 2 sides wire glass
L large sash 1 side clear glass. does not face light -
} curtains not necessary.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) I Indir. lt. dp - unshaded.
J. gen. cil - flat reflectors
K. gen. cil flat reflectors
L Indir. dp. lt green glare shade.

17 - 18: Glare or reflection: describe I. low hung. unshaded.

19. Heating system steam pipes overhead I.
No heat in cooler - J. K.

Okla City

2-6

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind 6 fl. A. exhaust fan - in wall. C-F-G other rooms - air forced in from outside, or 4th fl - J washed air system
Loc. Pipes overhead - square openings, no draft on girls

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes C - 40° F. 42°-45° g - 48°-50° J - 60°
Other

Sanitation:
22. Drinking facilities, loc. In each wk rm. Conv. ✓
Bblr. X San — Tank X Cooler X Faucet ✓ Other
Cup, common X Individual X Kind X

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
4 fl 1	12 wash bowls, 12	(1)	✓	✓	✓	✓	✓	X	X	2 roller	3-4 X per day as needed. - 45 W matron in charge

(1) A, + B. must go down 2 flights of stairs + thro' several rooms D + E. must go up 1 flight of stairs F. G. H. I, J. K must go up 2 flights of stairs - ~~Each~~ of them thro' some other work room

One forge room located on roof of one building 4th fl.
There is water in each room which can be used. — Many faucets around for washing product

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
all white 1	4 fl	8	Wd.	see note below	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓ very clean.

Located on roof of building - 4th fl. It is not directly convenient to any room. All must go some little distance to get to it.

* drain in fl.

Total no. seats 8 No. wmn. per seat 6
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp matron in charge.
Swept reg. ✓ Freq. 1ce da Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1ce da Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Cloak rm toilet rm Prov. ✓ Kind place to eat.
Loc. 4 fl. Equip.o.k. Tables Stools Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only ✓ Cooking convncs ✓ Supr. matron If none —
hot coffee provided free by firm - matron cooks it for women

There is a regular Cafeteria but it is in separate bldg on ground floor, too far away for most workers. Used by Office force + few workers who are near. Practically none of women workers use it

Okla City

2-6

FACTORY SCHEDULE, Sheet 4.

26. Restroom, X comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with toilet rm Prov. ✓ Loc. 4 fl Conv see note on 24 Lkr. ✓
Shlv. ✓ hngr. X Wl. hk X Seats * benches Cln. very ✓ Lgt. nat. monitor ✓ Art. ✓
Vent. o.k. ✓ Supr. matron If none — lkr. — shlv. — hngr. — Wl. hk —
* many benches. long & fairly wide

28. Health Service:
Hosp. ✓ Chg. of Empl. Mgr. Dr. reg. ✓ 1 hr. per day On call ✓ 1st aid —
Chg. of — Med. exam ✓ Health rec. ✓ Acc. rec. ✓
Comp. under Comp Act. Self Ins.

29. Other welfare: Workers with Company 3 yrs - get 1 wk. vacation with pay.
* see below

see next page

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand clip casings, pole trim, linkers	X	—	—	—	—	X	✓	✓	X	✓	X	uniforms caps	
* Prep. casings						must be changed 3 X per wk. at least more if necessary							
* * mix spices													
Sit or stand													
separate fat	B	X	✓	X	X								
* Tie casings	E	X	o.a.c.	Low tables	✓								

Describe: Opportunity to sit, etc. * change jobs ** Low tables. Can sit down on these if not busy.

29
* Empl. Mutual Benefit Fund - Optional - 20¢ per wk. Reserve Fund by Co.
For sickness or injury (apart from Comp Act) $7.50 per wk for 20 wks in one yr.

Up to 6 mo. service - in case of death $200 for funeral expenses.

6 mo - 1 yr.	policy	$200	+ $200 ~~death benefit~~	" "
1 yr - 2 "	"	500	+ $200	" "
2 " - 3 "	"	650	+ $200	" "
3 " - 4 "	"	800	+ $200	" "
4 " - 5 + up.	"	1000	+ $200	" "

Total disability - specified as loss of 2 arms, 2 eyes etc get same benefits as for death.

Okla City

2-6

FACTORY SCHEDULE, Extra Sheet 4.-a

26. Restroom, comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with _____ Prov. _____ Loc. _____ Conv. _____ Lkr. _____
Shlv. _____ hngr. _____ Wl. hk _____ Seats _____ Cln. _____ Lgt. nat. _____ Art. _____
Vent. o.k. _____ Supr. _____ If none _____ lkr. _____ shlv. _____ hngr. _____ Wl. hk _____

28. Health Service:
Hosp. _____ Chg. of _____ Dr. reg. _____ On call _____ 1st aid _____
Chg. of _____ Med. exam _____ Health rec. _____ Acc. rec. _____
Comp. _____

29. Other welfare: _____

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	San	Req. by Co	Furn. by Co	Kept by Co	Kind	Misc. by girls	
Sit Baler	B	X	✓	X	✓								
label & cl. hand pails	g	X	✓	X	X								
Stand hand pack	X	X	–	–	–								
Linkers	X	X	–	–	–								
Sit or stand													
Pack sausage	I	X	✓	X	X								
fill hand basket & cover	B	X	occ	X	✓								
set up cartons	*E	X	✓	box	✓								
Sizzing	A	X	✓	X	X								

see sheet 4

Describe: Opportunity to sit, etc. * E. This was a stool on a pivot, could swing around

Oklahoma

Laundries

32 Schedules

10-9

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Dorn Cloney Laundry Address 405 N. 3d. Muskogee-Okla.
Person interviewed S. H. Dill
2. Product
Position Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	14	4	Boys			18
Women	15	16	Girls			32
Total	29	20	Total			49

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7 End 4.30 Lunch period 1/2 hr Rest period X Total 9

Saturday " 8 " 5.30 " " 1/2 hr " " X " 9

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 54

Shifts weekly number of periods — Total shifts weekly hours —

Sometimes get thru early but can't count on it. Paid on basis of 54 hr week.

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method Supt Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 6-26-27. Agent Burham

(322)

10-9

orn Cloney Laundry

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✗ Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
Concrete 1	Inside 1st to 2nd.	x	✓	✓	x	—	✓	✓	✓	x	✓	✓	—
To	Dry Cleaning dept. (no women) & Women's cloak rooms)									

Workrooms. Number 2

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
A. 1st Finish Dept.		(1) wood	✓	✓	—	—	x	x	—	✓	✓	✓	—	✓	✓	✓	x
Wet Wash B 1st		(1) wood	✓	✓	—	—	x	x	—	✓	✓	✓	—	✓	✓	✓	x
(1) Cement under washers disregard																	

Notes

14. Clnged:by girls ✗ men ✗ jant. ✓ janitress ✗ other ✗ no resp. ✗
sweep 2x day - Scrubbed 1x wk

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.
A. Double sash, clear glass 2 sides, awnings 3 s. 3 small skys
B. Large store windows 1 side, 1 small rear, no curtains shaded.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)
A. gen. ceiling - regularly placed, green flare shades
B. gen. elec. irregular, no shades

17 - 18: Glare or reflection: describe ✗

19. Heating system Heat of equipment.

...orn Clooney Laundry

FACTORY SCHEDULE, Sheet 3. 10-9

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind 2 exausts in sky A. over wash mchs. Hood with exaust over Flat ~~Iron~~. ironer A.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X Hood will soon be installed over flat ironer B. This is a new dept.

Sanitation:
22. Drinking facilities, loc. Work room A. Conv. A ✓ B X
Bblr. X San — Tank ✓ Cooler X Faucet X Other X
Cup, common X Individual X Kind —
asked to furnish own & keep near work place.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
wh.	Cloak - 2 ndg 1 Pore. bowl - 1 Wh. room - A.	✓	✓	✓	X	X	X	asked to furnish own.			
wh & col.	1 wooden tub - 1	✓	✓	✓	✓	X	X				

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

	No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
wh.	1st	1	wd.	A	✓	X	X	✓	X	X	✓	X		X	X(1)	X(1)	✓
col	1st	1	wd	A	✓	X	X	✓	X	X	✓	X		X	X(1)	X(1)	✓

(1) Light & vent over ceiling from work room

Total no. seats wh 1 col 1 No. wmn. per seat wh 15 col 16
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. d Wrk. hrs. ✓ Scrub reg. ✓ Freq. 3a wk Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Cloak (see 27) Prov. ✓ Kind tab & ~~chairs~~ benches
(2) Loc. 2nd Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food X drink only X Cooking convncs X Supr. X If none —

(2) 2 rooms, one for ~~colored~~ white, 1 for col. equipment & arrangement same.

Corn Closey Laundry

10-9

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none No provisions

27. Cloakroom, combined with Lunch (see 25) Prov. ✓ Loc. 2nd Conv. ✓ Lkr. X
Shlv. X hngr. ✓ Wl. hk ✓ Seats benches Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call X 1st aid ✓
Chg. of Sufto Med. exam X Health rec. X Acc. rec. ✓ if comp.
Comp. ✓ Ins. Co.

29. Other welfare: 50% discount on washing & cleaning for employees.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Mend	B	X	✓	X	X	X	✓						
Feed flat													
Shoe													
Stand Mark & Sort	now	—	—	—	—	X	✓	X	X	—	—		
Starch													
Hand Iron													
Press													
Sit or stand													
Fold	I	X	✓	X	X	X	✓						

any washbee

Describe: Opportunity to sit, etc. _____

Extra Sheet 10-23 1a. ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Right Way Laundry Address 415 Market Muskogee Okla
Person interviewed Mrs A. Groves
2. Product _____ Position Prop

3. Number employed:

	W.	C.		W.	C.	Total
Men	~~X~~ 7	2	Boys			~~X~~ 9
Women	14	9	Girls	X	X	23
Total	21	~~3~~ 11	Total			~~4~~ 32

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours: See Sheet 1a.

Flat Starch 8 women (1)

Daily: Begin 7.30 End 5.30 Lunch period 1 hr Rest period X Total 9
Saturday " 9 " 5.30 " " 1 hr " " X " 7½
Mon. ~~Shifts~~ " 9.30 " 5.30 " " 1 hr " " X " 7
Regular weekly number of days 6 Total weekly hours 50½
Shifts weekly number of periods — Total shifts weekly hours —

Shirt Line 9 women (1)

Daily: Begin 7.30 End 5.30 Lunch period 1 hr Rest period X Total 9
Saturday " 11 " 5.30 " " 1 hr " " X " 5½
Mon ~~Shifts~~ " 11 " 5.30 " " 1 hr " " X " 5½
Regular weekly number of days 6 Total weekly hours 47
Shifts weekly number of periods — Total shifts weekly hours — (only)

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method Supt Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 6-25-24 Agent Benham

(322) (1) These hours may be longer or shorter, but this is most usual.

ate is for 54 hrs. 10-~~24~~ 23
cept for those marked
S. T. Straight time
These are paid ~~at~~ in full
if they work full time required.
even tho less than 54.-

Right Way Ldry - Mrs Nage

10-23

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.a

1. Name of factory Right Way Laundry Address Muskogee
Person interviewed
2. Product Position
3. Number employed:

Day

	W.	C.		W.		Total
Men			Boys			
Women			Girls			
Total			Total			

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

men & 6 women mark sort & Gen Help

Daily: Begin 7.30 End 5.30 Lunch period 1 hr Rest period x Total 9

Saturday " 7.30 " 5.30 " " 1 hr " " x " 9

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 54

Shifts weekly number of periods — Total shifts weekly hours —

May not always work full time but quite likely to, will fill in

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal

6. Employment Policy:
Employment manager Or centralized method Foremen
Records kept

7. Subcontract shop Home work given out

Date Agent

(322) wherever needed. Straight Time workers

Right Way Laundry Muskogee

10-23

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. ____ Nat.lt.o.k. ____ Art.prov. ____ Other ____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number 1

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all work 1st A		Cem	✓	✓	—	—	X	X	—	✓	✓	✓	—	~~X~~ ✓	~~X~~ ✓	~~X~~ ✓	X

Notes ____

14. Clnged: by girls X men X jant. ✓ janitress X other X no resp. X
Sweeps daily. Scrubbing N. P.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.
Double sash windows 3 sides. Curtains E. True outside shades W side curtains may be put up if desired. None face windows. Excellent light 2 skylights (small)

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)
Dfs unshaded. Seldom needed.

17 - 18: Glare or reflection: describe Possible from ~~dfs~~ dfs lights

19. Heating system Heat of equipment.

10-23

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Large vents to roof over each flat ironer, Ventilator that shifts with ~~Loc.~~ wind.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X Door so open on 4th side. Room ~~Other~~ comfortable & airy, on hot day

Sanitation:
22. Drinking facilities, loc. wk room Conv. ✓
Bblr. X San — Tank ✓ Cooler X Faucet X Other X
Cup, common ✓ Individual X Kind tin cups
some bring own

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st	Wash room 3 wood tubs-3	✓	✓	✓	✓	X	X	use towels in laundry supply.			

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
(1)	1st	2	cem	offcl.	✓	✓	X	X	✓	X	✓	✓	X	—	✓	✓	✓

Total no. seats Col 1 wh 1 No. wmn. per seat Col 9. Wh-14
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. d. Wrk. hrs. ✓ Scrub reg. X Freq. N.P Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with _____ Prov. _____ Kind _____
Loc. _____ Equip.o.k. _____ Cln. _____ Lt.Nat. _____ Art. _____ Vent.o.k. _____
Prov. hot food, drink only _____ Cooking convncs _____ Supr. _____ If none wk. room or yard.

(1) 1 seat in room for white, one for colored. Not so marked.

Right Way Laundry

10-23

FACTORY SCHEDULE, Sheet 4.

26. ~~Restroom~~, comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none No. Provision

wh & col. 27. Cloakroom, combined with toilet Prov. ✓ Loc. 1st Conv. ✓ Lkr. X
Shlv. X hngr. ✓ Wl. hk ✓ Seats bench Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call X 1st aid ✓
Chg. of Prof. Med. exam X Health rec. X Acc. rec. ✓ if Comp.
Comp. ✓ Ins. Co

29. Other welfare: ~~X~~ 50% dis. on washing for white employees
Laundry does no work for colored people.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Mend	B	X	✓	X	X								
Stand: Mark & Sort, Shake, Feed Flat, Stack, Press, Hand Iron	none					X	✓	X					Wash dresses
Sit or stand													
Fold Flat	I & C	X	✓	X	X								

Describe: Opportunity to sit, etc. Fold Feeders may fold if they wish & so have chance to sit.

10-7

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Daily-Morton Laundry Address 129 S. 3d. Muskogee Okla.
Person interviewed G. J. Daily
2. Product _____ Position Pres.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	6	2	Boys	X	X	8
Women	3	14	Girls			17
Total	9	16	Total			25

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 End 6 Lunch period 1 hr Rest period X Total 9
Saturday " 8 " 4 " " 1 hr. " " X " 7
~~Shifts~~ mon. " 9 " 5 " " 1 hr. " " X " 7
Regular weekly number of days 6 Total weekly hours 50
Shifts weekly number of periods _____ Total shifts weekly hours _____

6 girls
7 flat

Daily: Begin 8 End 6 Lunch period 1 hr Rest period X Total 9
Saturday " 8 " 6 " " 1 hr " " X " 9
~~Shifts~~ mon. " 9 " 5 " " 1 hr " " X " 7
Regular weekly number of days 6 Total weekly hours 52
Shifts weekly number of periods — Total shifts weekly hours —

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method foreman Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 6-25-24 Agent Benham

(322)

Daily - Morton Laundry

10 - 7

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number 1

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
all work 1st		(1) conc.	✓	✓	—	—	✓ (2)	✓ (2)	✓	✓	X	X	—	✓	X	X	X

(1) wood platform for flat work feeders

(2) aisles obstructed at times by baskets of work, because narrow. Make a little crowded in places

Notes

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. X
Sweeps daily scrubbs 1c mo. Part time

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.
Small double sash windows 3 sides, light obstructed by adjoining bldgs. Larger windows front. Probably nat. light never adequate.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)
Gen. large gas burning lights, small flame shades also few, scattered lamps, elec. wireless.

17 - 18: Glare or reflection: describe X hard to tell. None from gas lights which were in use time of inspection.

19. Heating system Heat of equipment

...ly Morton Laundry. 10-7

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. 2 Art. ✓ Kind exaust in rear wall
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Very hot, day of inspection
Other but exaust was out of order, so not a fair basis of judgment.

Sanitation:
22. Drinking facilities, loc. Work room Conv. ✓
Bblr. X San — Tank X Cooler ✓ Faucet X Other X
Cup, common ✓ Individual X Kind glass

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st	wk room 1 wood tub-1	✓	✓	✓	✓	X	X		use "any thing handy"		
									Probably use towels ✓		
									supply of laundry.		

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. X Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1st	1	cem	off wk	✓	✓	✓	✓	X	X	✓	X	✓ wk	X(1)	X(1)	X(1)	✓

wh col off.

(1) vent. & light over partition from work room

Total no. seats 1 No. wmn. per seat 18
Clng. by girls X Men X Jant. ✓ part time Janitress X Other ^ No. resp X
Swept reg. ✓ Freq. d Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 a mo. Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Prov. Kind
Loc. Equip.o.k. Cln. Lt.Nat. Art. Vent.o.k.
Prov. hot food, drink only Cooking convncs Supr. If none work room

Daily Morton Laundry

10-7

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with_____ Prov._____ Loc._____ Equip. o.k._____
Cln. X Lgt.nat._____ Art._____ Vent.o.k._____ Supr._____ If none no prov.

27. Cloakroom, combined with_____ Prov._____ Loc._____ Conv._____ Lkr._____
Shlv. X hngr._____ Wl.hk_____ Seats_____ Cln._____ Lgt.nat._____ Art._____
Vent.o.k. X Supr._____ If none toilet lkr. X shlv. X hngr. X Wl. hk ✓

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call X 1st aid ✓
Chg.of foreman Med.exam X Health rec. X Acc.rec. ✓ if comp.
Comp. Ins. Co

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Mend	B	X	✓	X	X	X	✓	X	X	(1) ✓	X	X	wash dress.
Stand: Marks, Fold Flat, Starch, Press, Hand Iron	E	X	very old	X	✓								
Sit or stand													
Fold flat	C												

Describe: Opportunity to sit, etc. Girls folding may fold instead & so have opp. to sit. Girl who usually presses was sitting to sort out clothes needing mending.

(1) will wash free, girls work dresses or aprons.

— Oklahoma —

Hotels + Restaurants.

34 Schedules

Oklahoma - Hotels + Restaurants

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

11-8

1. Name of factory Huckins Hotel Address
Person interviewed
2. Product Position
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Sheet

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal

6. Employment Policy:
Employment manager ____ Or centralized method ____ Foremen ____
Records kept

7. Subcontract shop ____ Home work given out ____

Date 5/10 & 12 Agent H. M. H.

(322)

Hudkins Hotel.

11-8.

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓

Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
marble 1	Inside. from 10th floor down to 1st.	X	X ~~X~~	✓ ✓	✓ ✓	X	X	✓	✓	—
marble 1	Inside to Cafe. 1st fl - basement	X	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	—
for kitchen help only 1	Inside. 1st fl to basement.	X	X X	✓ X	✓ ✓ iron	✓	✓	X	~~X~~ (1) X	
	employees use elevators.						(1) concrete broken.			

Workrooms. Number 3

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
A. Linen room 3rd fl.		clay.	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
B. Sewing Room 3rd fl.		cem	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
Telephone C Lot 1st Mez. fl		linoleum	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes —

14. Clnged: by girls X men X jant. ✓ janitress X other — no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. A. Large sash wind. 1 side clear glass: shades ~~clear glass~~ cleaning continually
B. large sash wind - 1 side. clear glass. shades
C. No windows: except into lobby. must use artif lt. always

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. clear ribbed glass shades. gen. elec. lt.
B. gen. elect. cil lt. clear ribbed glass shade
C. Gen elect. cil. clear ribbed glass shade dropped directly over switch board. have green glass shade long - adjustable - the kind used to throw lights on a painting.

17 - 18: Glare or reflection: describe X

19. Heating system Steam radiators at wall.

Huckins Hotel.

11-8

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind In telephone room. ventilators inlet & outlet exhaust fans in pipes. Loc. in walls.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes
Other

Sanitation:
22. Drinking facilities, loc. in each toilet rm. Conv. ✓ * Col. maids have water in each room they clean, if they want to use it.
Bblr. X San — Tank X Cooler X Faucet ✓ Other X
Cup, common ✓ - SW In sanitary drinking fountain Individual ~~X~~ ✓ 67 Kind glass.

23. Washing facilities If none, where wash

	No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
Col. maids		in toilet room * 7-3 1 dup manual sink	✓	✓	✓	✓	✓	✓	✓	X	X	about 1ce D. when necessary
A+B.		in toilet rm 1 wash bowl 5-6	✓	✓	✓	✓	✓	✓	✓	X	X	1ce D. or when necessary. 8 W.
C - see description on yellow sheet 2.												

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✓ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Col. Maids	*	1	tile	offhall	✓	✓	X	✓	X	✓	✓	✓	X	—	✓	✓	✓
A+B Public lunch room.	3d	1	tile	offroom	✓	✓	**X	✓	X	✓	✓	X	X	✓	X	✓	✓
C. see descip on yellow sheet 2.																	

*. there is one on each of offfloors of hotel
** not desig. but in room where only women work.

Total no. seats _____ No. wmn. per seat _____
Clng. by girls X Men X Jant. X Janitress X Other porter No. resp X
Swept reg. ✓ Freq. 1ce da Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1ce D Work hrs. ✓

Service and Welfare.
25. ~~Lunchroom~~, combined with _____ Prov. _____ Kind _____
Loc. _____ Equip.o.k. _____ Cln. _____ Lt.Nat. _____ Art. _____ Vent.o.k. _____
Prov. hot food, drink only _____ Cooking convncs _____ Supr. _____ If none _____

There is a lunch room for the public in the hotel, but probably too expensive for most workers. Eat in own work rooms or cloak rooms or go home. They have 1 hr for lunch.

Hutchins Hotel

11-8

FACTORY SCHEDULE, Sheet 4.

26. Restroom, X comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

linen + sew. room
27. Cloakroom, combined with work room Prov. X Loc. 3rd fl Conv. ✓ Lkr. X
see below. Shlv. X hngr. X Wl. hk ✓ Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. _____ Chg. of _____ Dr. reg. _____ On call _____ 1st aid _____
Chg. of _____ Med. exam _____ Health rec. _____ Acc. rec. _____
Comp. _____

29. Other welfare see notes on yellow sheet

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit telephone oper.	*N	✓	✓	**	✓	x	x	x	—	—	—	—	—
Stand count & inspect linen	*L	x	✓	x	x	x	x	—	—	—	—	—	—
Maids, cleaning	x	—	—	—	—	x	x	—	—	—	—	—	—
Sit or stand Sewing	*L	x	✓	x	x	x	x	—	—	—	—	—	—
Elev. operators	E	x	✓	x	x	x	x	✓	✓	✓	x	uniforms	—

Describe: Opportunity to sit, etc. * some workers, soft seat chairs. Those which had evidently been discarded from hotel rooms.
** wide ring around chair extending in front of seat - the kind used in telephone offices

Colored women -
27 - hang coats in room combined with toilet room on each floor. wall hooks ✓
clean ✓ nat. lt. ✓ artif ✓ vent o.k. ✓

11-8 ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Oklahoma City

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Huckins Hotel — Person interviewed (Mr. A.C. Young. Hotel mgr. / Mrs. Pulliam - Payroll Master / Mr. McKay - Cafe Mgr.)
   Address Cor. Broadway & Main — Agent H.T.H. — Date 5/10/12
2. Type of restaurant Lunch room - with service. Dungeon (cafe) service - men waiters
3. Hours open for business:
   Daily Lunch room. 24 hrs per day. Dungeon - 12 noon - 1 A.M. Sunday 24 hrs per day 12 noon - 11 P.M. Extra X
4. No. of men 33 | 104 — boys — Total 137
   " women 45 24 | 52 27 — girls — 8 + 72
   Total 62 | 156 — 28
5. Location of building In business district.

6. Workroom conditions:
   a. General description of use of floors A 1st fl. lunch room service from kitchen in basement. Counters and some tables with service
   B. Cafe (Dungeon) basement. men waiters - women cashiers.
   C. Kitchen - basement -- some crowding

   b. General impression of workrooms A. white tile fl. room very shining & white
   B. tile floor -
   C. cement floor with drains in various places. Usual in several spots, but that seemed very temporary & not usual.

   c. Cleaning Porters & mop boys - cleaning continually place seemed quite clean.
   C. Men in kitchen do the cleaning there

   d. Heating steam radiators along wall.

   e. Lighting A. large windows across whole front. Ceil lts - df. gen. elec.
   B. pyramid windows hide up glare but into sidewalk, gives a dirty, must use artif. light always fancy lantern shades - df.
   C. No windows - gen. df. lt. unshaded glare

   f. Ventilation A. 2 exhaust fans in walls, paddle fans on ceiling. doors at back open into lobby giving good circulation.
   C. Have ventil. system. Plenty of cooled air - quite necessary as there are no windows here, and it is hot & stuffy. It is cool only directly under the inlets. Exhaust fans carry the air out.
   (323) B. "Ozone machine" brings fresh air in

HUCKINS HOTEL

11-8

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Cashiers	make change + keep stubs of checks - on floor of restaurant
checkers	in kitchen. Check back trays of food + so
pantry girl	help prepare vegetables etc. general help.
waitresses	wait on table + counters - keep tables clean + in order
	(busboys clear off tables

8. Sanitation:

a. Drinking facilities ✗

see rpt sheet 2-a

b. Washing facilities 1 wash bowls in ~~toilet~~ locker room.

see note below (1)

Hot water ✓ Soap ✓ Towels ✓ roll. Tow. Daily paper towels. Cont.

waitresses telephone elevator

c. Toilets: 1. Location on balcony convenient

2. Ventilation artificial - 3-4 ventilators in room.

3. Lighting: Daylight X Artificial ✓

4. Screened from workroom ✓

5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat ventil from outside ventilators inlet & outlet. cleaned + scrubbed daily by porter. flush toilet - sanitary seat.

6. No. of seats 1 (probably not more than 1/3 of them at time) No. of seats per woman 36

(2) d. Uniforms: Supplied ✓ required ✓ blue dress, white apron laundering firm launders but charges girl 30 cts per day + same amount whether they need 1 or 3 a day.

9. Service and welfare facilities

a. Lunchroom waitresses eat right at counters in lunch room. checkers + cashiers eat at their stations.

b. Restroom connecting with toilet + lockers room. cot, bench, several leather chairs. Ventil. not so good. no windows, except into lobby. + ventilators is well.

c. Cloakroom and locker facilities Lockers. connecting with toilet room - chairs to sit down.

Col. pantry girl. small space partitioned off. Next to col. men's room. no oil. ("rotten talk + they throw things over") place untidy + dirty. no direct dentil (is in basement) just what comes in from other rooms. Very bad.

d. Health service: Medical examination ✓ Health record ✓

first aid equipment cabinet in basement store room. But everything sent to house doctor who is conveniently located.

e. Other welfare equipment

If anyone is ill, she is taken to one of hotel rooms + doctor called.

Under Comp Act. Ins. Co.

10. Employment management: a. Hiring and discharge centralized X

Other Head of each dept. hires.

b. Record kept ✓

c.

(1) Col. pantry girl. uses water at sinks where they clean vegetables etc. 1 N.R.

(2) " " " uniform - furnished ✓ washed ✓

Huckins Hotel.

11-8

DEPARTMENT OF LABOR

Extra Sheet 2

checkers + Cashiers

8. b. wash. fac. - in toilet room 2 wash basins in Toilet rooms. . hot water ✓

soap ✓, common towels about 1 c per day - when necessary.

shower bath - tile floor with drain -

cashier 4
checkers 2 = 6.
1 9 total

c. Toilets .1. in basement - convenient ✓

2. ventilators in wall - fans.

3. no window

elec. light ✓

4. screened ✓

5. Vented (see 2) fairly clean. scrubbed daily by mop man. flush toilet -

white tile floor with drain.

6. no of seats 1. No of women. 8 + 1 office { not all there at once.

9c - Hang cloaks in toilet room. hooks on wall.

Colored Woman.

8 b. uses toilet of on 3rd fl, used by colored maids see hotel sched.

for col. maids - also note *. inconvenient. for lies.

	white		col
9 e. group life insurance	3 mo -	500 -	500.
	1 yr.	750.	625
2 wks paid vacation (following Summer) for all employees	2 yr	1000	750
in employ of hotel on 8 ept 1.- + still in	3 yr	1250	875
employ by summer time.	4 yr + up	1500	1000.

No. 205
Ed. 7-18-23—200,000

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U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Emma Dalton Race Col Occupation maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5 1/2
Monday																												6 1/2
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 44 1/2

Worker Bertie Eastman Race Col. Occupation maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5 1/2
Monday																												6 1/2
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 44 1/2

Worker Helen Davis Race Col. Occupation maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5 1/2
Monday																												6 1/2
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 44 1/2

Date _____ Agent H.M.H

(324)

11-8 4

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Marguerite Dawson Race Col. Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44 1/2

Worker Daisy Finley Race Col. Occupation maid

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44 1/2

Worker Ella Ford. Race Col Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44 1/2

Date _____ Agent H. M. H.

(324)

11-8 4a

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Georgia James Race Col Occupation maid.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5½
Monday																												6½
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 44½

Worker Gertrude McKee Race Col. Occupation maid.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 48

Worker Maud McAfee Race Col Occupation maid

HOURS extra

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date

Agent H. M. H.

(324)

11-8

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Pearl Tolliver Race Col. Occupation maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5½
Monday																												6½
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 44½

Worker Maggie Wesley Race Col. Occupation maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5½
Monday																												6½
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 44½

Worker Florence Rhoades Race Col. Occupation maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												4
Tuesday																												4
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 42

Date _____ Agent H.M.H

(324)

11-8 2

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Minie Cooper Race Col. Occupation Maid

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44 1/2

Worker Katy Worsley Race Col Occupation maid

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 30 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				6 1/2
Monday				6 1/2
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	41 1/2

Worker Dicie Green Race Col. Occupation maid

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	44 1/2

Date _____ Agent H. M. H.

(324)

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U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Ora Mauss. Race Col. Occupation maid

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				5 1/2
Wednesday				7
Thursday				6 1/2
Friday				6 1/2
Saturday				6 1/2
			Total Weekly	45

Worker Edna Matthews Race Col. Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44 1/2

Worker Mable Newberry Race Col. Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5 1/2
Monday				6 1/2
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	[illegible]

Date _____ Agent H. M. H.

(324)

11-8 5.a

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Lillie Hallmay Race col Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44½

Worker Bessie Holder. Race Col. Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44½

Worker Hattie Hurd. Race Col. Occupation maid.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
			Total Weekly	44½

Date _____ Agent H M. H

(324)

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U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Hazel Washington Race Col. Occupation pastry maid

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday	8 – 12			5½
Monday	8 – 12, 2 – 3			6½
Tuesday	8 – 12, 2 – 3			"
Wednesday	8 – 12, 2 – 3			"
Thursday	8 – 12, 2 – 3			"
Friday	8 – 12, 2 – 3			"
Saturday	8 – 12, 2 – 3			"

Total Weekly 44

X Worker Sarah Williams Race Col Occupation maid.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday	2 – 3, 4 – 9			8
Tuesday	2 – 3, 4 – 9			"
Wednesday	2 – 3, 4 – 9			"
Thursday	2 – 3, 4 – 9			"
Friday	2 – 3, 4 – 9			"
Saturday	2 – 3, 4 – 9			"

Total Weekly 42

Worker _____ Race _____ Occupation _____

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday	9 – 2			
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

Total Weekly _____

Date _____ Agent H. M. H

(324)

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U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Exie Calloway Race Col Occupation maid

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
Total Weekly				44½

Worker Ruth Newsome Race Col Occupation maid

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
Total Weekly				44½

Worker Josephine Laurence Race Col. Occupation maid

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
Total Weekly				44½

Date _____ Agent H. M. H.

(324)

11-8 8

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Anna Noble Race Col. Occupation maid.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				6½
Monday				"
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
Total Weekly				45½

Worker Beatrice Staley Race Col. Occupation maid.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				6½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
Total Weekly				44½

Worker Lillian Stiles Race Col. Occupation maid.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				3½
Monday				4½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"
Total Weekly				27½

Date _____ Agent H. M. H.

(324)

11-8 26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker R. Heflin 11. Race _____ Occupation Waitress

8 hr

worked only 1 day.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										✓	✓	8
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday														X														
Saturday																												

Total Weekly 48 ✓

Worker D. Crail 12 Race _____ Occupation Waitress

8 hr.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										✓		8 ✓ 60
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 56 ~~49~~ 49 ✓

Worker M. Carr 13 Race _____ Occupation Waitress

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										✓		4 ✓ 40
Monday																												5 40
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												✓

44 Total Weekly 41 ~~4~~ 4.40 36 ✓

Date _____ Agent H.M.H

(324)

11-8

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker M. Wilson 8 Race _____ Occupation Wait

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday																										✓		8
Monday																												8
Tuesday																												8
Wednesday											X																	8
Thursday																												8
Friday																												8
Saturday																												

Total Weekly 48 / 41

Worker I. Brewer 9 Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										✓		8
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday												X																"
Friday																												"
Saturday																												

Total Weekly 48 / 42

Worker M. Blackstone 10 Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday																										✓		9
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																	X											"
Saturday																												

Total Weekly 54 / 45

Date _____

Agent H. M. H

(324)

11-8 9

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker Pearl Jones Col Race _____ Occupation Packing.

HOURS 20 min. off 3 x per day.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										✓	✓	8
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

12

Total Weekly 56 / 7 / 4 ✓

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent H. M. H.

(324)

11-8 10

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker Mrs. Lux Race _____ Occupation Inspect linen

HOURS — Take it when she can. no regular time off for meals.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												3
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 41

Worker Mrs. Johnson. Race _____ Occupation Inspect linen

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												3
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 47

Worker Mrs. Holder Race _____ Occupation Inspect linen

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 47

Date _____ Agent H.M.H.

(324)

11-8 11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker Sarah Le May Race _____ Occupation Serv. linen

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday	X			
Monday				8
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	48

Worker Mrs. Powell Race _____ Occupation Linen

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday	Y			
Monday				8
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	48

Worker Mrs Leonhart Race _____ Occupation Linen

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	

Date _____ Agent H. M. H.

(324)

11-8 12

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Madge Neilson Race Occupation clerk

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Mrs. F. E. Stewart Wheeler Race Occupation clerk

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Iona Spriggs Race Occupation relief clerk

HOURS

N. R.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date Agent H.M.H.

(324)

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL 20 min relief off each watch.

Worker Nell Wheeler Race _____ Occupation clerk

20 minutes for lunch

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday	7 – 11 / 1 – 7			8
Monday	12 – 6			6
Tuesday	7 – 11 / 1 – 7			8
Wednesday	12 – 6			6
Thursday	12 – 6			6
Friday	12 – 6			6
Saturday				
Total Weekly				46

Worker Verna Azlin Race _____ Occupation clerk

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday	7 – 11 / 1 – 7			8
Monday	12 – 6			6
Tuesday	7 – 11 / 1 – 7			8
Wednesday	12 – 6			6
Thursday	7 – 11 / 1 – 7			8
Friday	7 – 11 / 1 – 7			8
Saturday	7 – 11 / 1 – 7			8
Total Weekly				57

Worker Mrs Lavalle Race _____ Occupation Chick Room

work 7 days

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Total Weekly				

Date _____ Agent H. IN. H

(324)

11-8

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Ethel Williams Race _____ Occupation elevator

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7-6+
Monday																												8-7+
Tuesday																												8-7+
Wednesday																												-7+
Thursday																												7-6+
Friday																												-7
Saturday																												6

Total Weekly

Worker Ethel Coyne Race _____ Occupation elevator

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Bertha Taylor Race _____ Occupation elev

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												8+
Monday																												6+
Tuesday																												8+
Wednesday																												6+
Thursday																												4+
Friday																												6+
Saturday																												5+

Total Weekly

Date _____ Agent H. M. H

(324)

11-8 15

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Ollie Syfert Race Occupation tel. oper.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												8
Tuesday																												8
Wednesday																												4
Thursday																												4
Friday																												8
Saturday																												4

Total Weekly 48

Worker May Fabrner Race Occupation tel.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 48

Worker Mollie Doyle Race Occupation tel

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 48

Date Agent H.M.H

(324)

11-8 16

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL 15 min relief each trick

Worker Eliz Walters Race ✓ Occupation tel

HOURS 1 2/3 1/3 180-3 hrs

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Lela Warner Race Occupation ✓ tel

HOURS 1 1/3 1/8 1/4 60/210 3 1/2 hrs

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Beth Murph Race Occupation ✓ Tel

HOURS 3 1/2 hrs out

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date Agent H. M. H

(324)

11-8 17

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Bessie George Race _____ Occupation Tel

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday														X														
Monday																												8
Tuesday																												8
Wednesday																												8
Thursday																												8
Friday																												8
Saturday																												8

Total Weekly 48

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent H. M. H.

(324)

U. S. Department of Labor
WOMEN'S BUREAU

11-8 18

Hours

Establishment _____

Worker Mrs. S Charles. Race _____ Occupation Linen counter

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday				4
Monday				7½
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Total Weekly				47 ✓

Worker Mrs. O. Reeder Race _____ Occupation Linen counter

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday				7 ✓
Monday				7
Tuesday				7
Wednesday				7
Thursday				7
Friday				7
Saturday				7
Total Weekly				48 ✓

Worker Mrs. Hanes. Race _____ Occupation linen counter

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday				6 ✓
Monday				7
Tuesday				7
Wednesday				7
Thursday				7
Friday				7
Saturday				7
Total Weekly				48 ✓

Date _____ Agent H.T.H.

(324)

11-8 11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Mrs. Pearson. Race _____ Occupation Cashier - lunch room.

HOURS — 3 meals 30 min ea.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker C. Malone. Race _____ Occupation Cashier lunch room

HOURS — 2 meals on 1 shift day, 3 meals on broken shift day, 20 min each

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker L. Bennett. Race _____ Occupation Cashier lunch room.

HOURS — 2 meals on 1 shift day, 3 meals on 2 shift ", 20 min ea

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

7 days - 5 20 = 37 hrs 20 min
7 " - 9 - 63
100 hrs 20 min
30 10 min

Total Weekly _____

Date _____ Agent H.M.H.

(324)

11-1 20

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker C. Church 1 Race _____ Occupation waitress

HOURS 40 min a day for meals

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday																										✓	✓	9-8 20
Monday																												
Tuesday																												
Wednesday																												
Thursday											off																	
Friday																												
Saturday																												

Total Weekly 54 ✓ 50 ✓

Worker A. Seelter 3. Race _____ Occupation W.

HOURS 20 min + 3 meals

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday											off															✓		
Monday																												9
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 54 ✓ 48 ✓

Worker A. Baggett 4. Race _____ Occupation _____

HOURS 40 6 20 4

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday																										✓		8 20
Monday																												9
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																off												

Total Weekly 7 ✓ 40 ✓

Date 5/10/12 Agent H. T. H.

(324)

11-8

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker A. Ripple Race _____ Occupation Ward.

HOURS — 8 hr. — attend 3

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																										✓	✓	
Tuesday											X	H.																
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 48

Worker M. Sur. Race _____ Occupation W.

HOURS — 3 meals attend

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																										✓	✓	
Tuesday											X																	
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 54

Worker B. Woodard 7 Race _____ Occupation W.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																										✓	✓	
Tuesday																												
Wednesday											X	H																
Thursday																												
Friday																												
Saturday																												

Total Weekly 54

Date _____ Agent H.M.H.

(324)

11-8 22

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment HUCKINS HOTEL

Worker Rose Rogers Race _____ Occupation cheker

	HOURS	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday		✓	✓	6
Monday				7½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"

Total Weekly 51 40

Worker Mrs. Seaser Race _____ Occupation cheker

	HOURS	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday		✓	✓	7
Monday				7½
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"

Total Weekly 52

Worker Mrs. Hill Race _____ Occupation Cashier

	HOURS	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday		✓	✓	6
Monday				"
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"

Total Weekly 45 30

Date _____ Agent H.W.H

(324)

11-8 23

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker C. Miller 2 Race _____ Occupation relief waitress

HOURS for 4 hr girls

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												9
Monday																												9
Tuesday																												9
Wednesday																												9
Thursday																												9
Friday																												9
Saturday																												9

Total Weekly 54

Worker D. Houston 18. Race _____ Occupation relief waitress

HOURS for 8 hr girls

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	2 or 3 MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent H. M. H.

(324)

11-8 24

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker Z. Summers 18 Race _____ Occupation extra waitress

	HOURS																									3 MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																										✓	✓	8
Monday																												1
Tuesday																												4
Wednesday																												4
Thursday																												4
Friday												X																3
Saturday																												8

Total Weekly 51

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent H. M. H.

(324)

11-8 25

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment _____

Worker R. Kuicaid 15 Race _____ Occupation Extra Waitress

1 day N.R.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday		✓		
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

Total Weekly N.R.

Worker Nettie Short 16 Race _____ Occupation Waitress

7 day week

	HOURS	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday		✓	✓	8
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

Total Weekly 56 ✓ 49 ✓

Worker M. Kelley 17 Race _____ Occupation Wait

7 day week

	HOURS	2 MEALS On duty	2 MEALS Off duty	TOTAL HOURS
Sunday				
Monday		✓		
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

I think

Total Weekly 36

Date _____ Agent H.M.H

(324)

11-12

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Ketchum Hotel Address Main St. Tulsa Okla
Person interviewed _____
2. Product _____ Position _____

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

See Rest. Schedule

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

See Yellow Sheets

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Seasonal _____

6. Employment Policy:
Employment manager _____ Or centralized method _____ Foremen _____
Records kept _____

7. Subcontract shop _____ Home work given out _____

Date 6-14-24 Agent Benham

(322)

Ketchum Hotel

11-12

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓ Base to dressing rooms

Indirect ✗ Cl. ✓ Nat.lt.o.k. ✗ Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
Concrete 1	Inside 1st to base	✗	✓ ✗	✓ ✓	✓ ✓	✗	✗	✓	✓	—
	Employees may use freight elevator									
	~~Stairs to guest chambers not inspected~~									
marble & Concrete 1	1st to 5th	✗	✓ ✗	✓ ✓	✓ ✓	✗	✗	✓	✓	—

Workrooms. Number 2

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Lobby A	1st	tile	✓	✓	—	—	✗	✗	—	✓	✓	✓	—	✓	✓	✓	✗
	Tel. Clp. in Lobby																
Linen B Base		wood	✓	✓	—	—	✗	✗	—	✓	✓	✓	—	✓	✓	✓	✗

Notes

14. Clnged:by girls ✗ men ✗ jant. ✓ janitress ✗ other ✗ no resp. ✗
swept & scrubbed daily in Lobby - Linen Scrub N. P.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.
A. Large double sash 2 sides, slow windows 1 side, Awnings
light shut 3 sides by adjoining windows
B. 1 double sash 1 side, about 2/3 above street level.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)
A Semi-ind. ceiling
B unshaded ceiling

17 - 18: Glare or reflection: describe ✗

19. Heating system Steam Radiators

Ketchum Hotel

11-12

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Lobby - large paddle fans
Linen - Buzz fan. (1) ~~Loc.~~

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
~~Other~~ (1) good circulation in linen room

Sanitation:
22. Drinking facilities, loc. Lobby 1st. / Each floor linen for maids - all linen locker Conv. ✓ / ✓
Bblr. X / X San — / — Tank X / X Cooler ✓ / X Faucet X / X Other X / pail
Cup, common X / X Individual ✓ / ✓ Kind Paper / glass
Faucet & common glass in engine room near Linen - for / women linen room.

23. Washing facilities — If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
Col Maids	base toilet / enamel bowl - 1	X	✓	✓	✓	X	X				
	No doubt use facilities in public bath rooms.										1 IW - none.
white	base toilet - enamel bowl - 1	✓	✓	✓	✓	X	X				
	Same one (See Restaurant sched for toilet for white girls)										
wh. 2nd Pub.	toilet / porc. bowl - 1	X	✓	✓	✓	✓	✓	X	✓	X	constant 2 W.
	Col. girls may use.										

24. Toilets: Kind flush Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Col - base	1	cem	off hall	X	✓	✓	✓	X	✓	✓	X	X	X	X	✓	✓
	(See Restaurant sched for toilet for white girls)															
wh. 2nd +3 off. +pub.	1	tile	off hall	X	✓	✓	✓	X	✓	✓	X	X	X	X	✓	✓
	Regular bath rooms - Col Girls may use.															

Total no. seats _____ No. wmn. per seat _____
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. d. Wrk. hrs. ✓ Scrub reg. ✓ Freq. d. Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Cloak Prov. 7 for colored Kind Tables & chairs
Loc. _____ Equip.o.k. _____ Cln. _____ L. Nat. _____ Art. _____ Vent.o.k. _____
Prov. hot food, drink only X Cooking convncs X Supr. _____ If none White girl in linen room

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Ketchum Hotel.

11-12

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with _____ Prov. ~~X~~ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none Change for maid, Linen room white.

see below. (2) 27. Cloakroom, combined with For colored lunch Prov. ✓ Loc. base Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl. hk ✓ Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. X If none ~~base~~ lkr. ~~X~~ shlv. X hngr. ~~Wl. hk~~
room for white girl

28. Health Service:
Hosp. X Chg. of — Dr. reg. ~~X~~ On call ✓ 1st aid ✓
Chg. of mgr Med. exam X Health rec. X Acc. rec. ✓ if comp.
Comp. ✓ Self ins.

29. Other welfare: ~~work~~ ~~tasks~~ vac. with pay after yrs service

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Tel. Ops	B	X	✓	X	X	X	X	—	—	—	—		
Stand													
maids	none	X	—	—	—	X	✓	✓	X	✓	X	white aprons	
Sit or stand													
linen room	M.(1)												

Describe: Opportunity to sit, etc. _____

M.(1) rocking chair, 1 cane seated, 1 leather seated straight back chair

(2) Cloak for white girls base conv. ✓ lockers ✓
seats ✓ clean ✓ Light nat X art ✓ Vent O.K. ✓ Supr X
Tel. girls may hang wraps in Check room off Lobby - hooks & hangers.

11-12

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Ketchum Hotel Person interviewed E. K. Gibson - Mgr
Address 509 S. Main Tulsa Okla. Agent Benham Date June 14, 1924
2. Type of restaurant Cafe - Table Service only
3. Hours open for business:
Daily 6.30-2, 5.30-8.30 Sunday 7-2.30, 5.30-8.30 Extra X

4.					Total
No. of men	Wh. 9	Col. 9	boys		18
" women	11	9	girls	X	20
Total	20	18			38

5. Location of building Business Section

6. Workroom conditions:
a. General description of use of floors 1st Floor Kitchen (No women) Dining room

b. General impression of workrooms Dining room tile floor, walls & ceiling clean & light.

c. Cleaning Porters sweep & mop once or oftener daily

d. Heating Steam Radiators

e. Lighting Dining room Large double sash one side. Light partly obstructed by adjoining building. Nice curtains Art. Gas. Lighting, Adequate.

f. Ventilation Large paddle fans & buzz fans Apparently O. K. Good circulation

(323)

11-12

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Waitresses	Serve during lun & Dinning, preparing open & prep tables in order during this time
	Busboys

8. Sanitation:

a. Drinking facilities Usual for customers

b. Washing facilities 1-Porc Bowl-jar Toilet - base

Hot water X Soap X Towels X - 6 W.

c. Toilets: 1. Location Base
2. Ventilation none except thru door into corridor
3. Lighting: Daylight X Artificial ✓
4. Screened from workroom ✓
5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat Cleaned daily by porter. Clean - flushing hand flush. Designated for "White" Paper supplied

6. No. of seats 1 No. of seats per woman

d. Uniforms: Supplied X required ✓ laundering X
white waist & long white skirt aprons.

9. Service and welfare facilities

a. Lunchroom Eat in ~~lunch~~ Dining Room

b. Restroom none

c. Cloakroom and locker facilities Basement small room off corridor, Lockers, 7 chairs no windows but vent in ceiling, Art. light O.K.

d. Health service: Medical examination ✓-1 a yr. Health record ✓ of exam
first aid equipment ✓ Mgr. has charge
e. Other welfare equipment
1 wk's vac. with pay after 1 yrs service.

10. Employment management: a. Hiring and discharge centralized X
Other Heads of Depts.
b. Record kept X
c. —

11-12

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Ketchum Hotel

Worker Math Harris Race White Occupation Waitress

HOURS

6.30 9.30 2.30 5.30 8.30

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Tillie Van Dyke Race White Occupation Waitress

HOURS

5.30 8.30

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Jean Clark Race White Occupation Waitress

Pearl Oliver

HOURS

2.30 8.30

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date 6-14-24 Agent Fairchild

(324)

11-12

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Ketchum Hotel

Worker Julia Krumbaugh Race White Occupation Waitress

	HOURS																									MEALS 3		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												7½
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 45 52½

Worker Amanda Long Race White Occupation Relief Waitress

Each waitress ~~supposed to have~~ 1 day off a wk

	HOURS																									MEALS 3 (see below)		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

This is a different day each week - Relief Waitress takes place of girl on her day off.

Total Weekly

Worker Race Occupation

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date 6-14-24 Agent Benham

(324)

11-12

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Ketchum Hotel

Worker 7 Race Col Occupation Maids

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												5
Monday																												7½
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

7.30 12.30 3.30

Total Weekly 50

Worker 2 Race Col Occupation Maids

no special lunch period, but seldom busy all this time must be on call.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												8
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 51

Worker Anna Reach Race White Occupation Head Waitress

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												8
Monday																												7½
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

7.30 2.30 8.30

Total Weekly 53

Date 6-14-24 Agent Burham

(324)

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Ketchum Hotel

Worker Alberta Blanton Race White Occupation Tel Op.

Maybe relieved as needed by Desk clerks
no regular time off.

HOURS	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	M	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																													
Monday																													
Tuesday																													
Wednesday																													
Thursday																													
Friday																													
Saturday																													

10.30 V

Total Weekly

Worker Dorothy Thompson Race White Occupation Tel Op.

as above

HOURS	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	M	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																													
Monday																													
Tuesday																													
Wednesday																													
Thursday																													
Friday																													
Saturday																													

10.30 V

Total Weekly

Margaret Lawrence
House Keeper

Worker Alta Wood Race Occupation Linen Room

HOURS	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	M	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																													
Monday																													
Tuesday																													
Wednesday																													
Thursday																													
Friday																													
Saturday																													

1 4 4 4.30 V

Total Weekly

Date June 14, 1924 Agent Benham

(324)

11-26

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Skirvin Hotel Address ~~Miss M. A.~~ Oklahoma City
Person interviewed Miss M. A. Luty
2. Product Hotel Position Secretary - Treasurer.

3. Number employed:

Day

	W.	C.
Men	~~18 total~~	~~48 total~~
Women	~~14 8~~	~~22 22~~
Total		

	W.	C.	Total
Boys			~~66~~
Girls			~~30~~
Total			~~96~~ 32

Night

	W.	C.
Men	~~n.R~~	~~n.R.~~
Women	~~1~~	~~1~~
Total	~~1~~	~~1~~

	W.	C.	Total
Boys			~~n.R.~~
Girls			~~2~~
Total			~~2~~

all yellow sheets

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " ____ " " ____ " ____

Shifts " ____ " ____ " ____ " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

yellow sheets

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

all

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal ____

6. Employment Policy:
Employment manager X Or centralized method X ~~Foremen~~ Sect. Treas Chiefs.
Records kept X

7. Subcontract shop X Home work given out X

Date 5/22/24 Agent ____

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Skirvin Hotel.

11-26

FACTORY SCHEDULE, Sheet 2.

8. Halls: Regular hotel halls.

Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other X

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
smooth concrete 1	inside 11 fl - 1st fl.	X	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	X
Concr. 1	inside 1st fl - basement	X	✓ X	✓ ✓	X X	X	X	✓	(1) X	X
concrete 1	inside 11 fl - 1st fl	X	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	X
			(1) concrete broken on one step.							

Workrooms. Number 3

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Linen Rm. A.	3 fl.	Concr.	✓	✓	X	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
top flr. B	1st fl. lobby	Tile	✓	✓	X	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
Checkroom C.	1st fl	Tile	✓	✓	X	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes: Telephone switchboard is right at the hotel desk. in main lobby so conditions are very good.

Linen Room is very comfortable - regular hotel room, tho' not ~~so furnished as such~~.

14. Clnged: by girls X men X jant. X janitress X other porters no resp. X

SW - ice D. scrub ice D.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.

A. large sash wind - 2 sides curtains

B " " hotel wind in ~~lobby~~ 2 sides, with some ~~from~~ light Mezzanine fl.

C. large sash wind - 1 side curtains

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A dp. lt. adj. no shade

B. gen. ind lts - df. shades.

C gen. ind lts df shades.

17 - 18: Glare or reflection: describe probable glare in A.

19. Heating system steam radiators

Skirvin Hotel. 11-26

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Electric fans in rooms.
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X

Sanitation:
22. Drinking facilities, loc. A. in wk rm. B. Kitchen Conv. ✓
Bblr. X San — Tank X Cooler X Faucet ✓ Other X
Cup, common X Individual ✓ Kind glass

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
A 3rd fl	in toilet rm / white wash bowl /	✓	✓	✓	✓	✓	✓	✓	X	X	when they want them. This is linen room
B+C	in toilet rm. / white wash bowl /	✓	✓	✓	✓	✓	✓	✓	✓	roller ✓	Daily. 6 + office 4-5
Col basement elev. girls	in toilet rm. / white wash bowl /	✓	✓	✓	✓	✓	✓	✓	—	—	when nec.
	shower bath. but filled with boxes at present										
Col maids 5th fl	regular bath rm	see note (3)	✓	✓	✓	✓	✓	✓	X	X	when nec
10th fl.	regular bath rm	in toilet	✓	✓	✓	✓	✓	✓	X	X	when nec.

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
A. (white) 3 fl	1	tile	off hall	✓	✓	(1) X	✓	X	✓	✓	X	X	✓	X	✓	✓
B. C. 4-5 fl. (white)	1	tile	off hall	X	✓	(1) X	✓	X	✓	✓	✓	X	✓	✓	✓	✓
Col. elevator base.	1	tile	off hall	✓	✓	(2) X	✓	X	✓	✓	X	✓	✓	X	✓	✓
col maids 5th	1	tile	off hall	(3)	✓	(2) X	✓	X	✓	✓	X	X	✓	X	✓	✓
10th.	1	tile	off hall		✓	(2) X	✓	X	✓	✓	X	X	✓	X	✓	✓

(3) regular bath rooms. bath tubs must go up or down stairs
(1) no need. no men here (2) Locked. each has a key.

Total no. seats No. wmn. per seat
Clng. by girls X Men X Jant. X Janitress X Other Col Maid No. resp X
Swept reg. ✓ Freq. 1 & D Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 & D Work hrs. ✓

Service and Welfare
25. Lunchroom, combined with — Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none maids + elevator girls eat where they can. Linen room workers in room or go home.

Skirwin Hotel

11-26

FACTORY SCHEDULE, Sheet 4.

26. Restroom, ~~comb.~~ with _____ Prov. — Loc. — Equip. o.k. —
Cln. — Lgt. nat. — Art. — Vent. o.k. — Supr. — If none, if necessary
See note below

27. Cloakroom, combined with toilet (Elevator girls) Prov. ✓ Loc. base (taken into hotel room) Conv. ✓ Lkr. X
Shlv. X hngr. X Wl. hk ✓ Seats ✓ Cln. ✓ Lgt. nat. X Art. ✓
Vent. o.k. ✓ Supr. X If none A.B.C lkr. X shlv. X hngr. X Wl. hk ✓ in wh rm

28. Health Service:
Hosp. X Chg. of ~~X~~ Dr. reg. X On call ✓ 1st aid X Drugstore in hotel
Chg. of — Med. exam ✓ (when nec.) Health rec. when nec Acc. rec. ✓
Comp. ✓ Ins. Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit checker.	(1) ~~B~~ N	✓	✓	(1) ✓	✓	X	✓	X	—	—	—	—	wash dress
Tel oper.	(1) ~~B~~ N	✓	✓	(1) ✓	✓	X	X	X	—	—	—	—	~~wash dress~~.
Stand maids	X	—	—	—	—	X	✓	✓	X	X	✓	(4)	wash dress.
Sit or stand													
Linen room	(2) M.	X	✓	X	X	X	✓	X	X	X	—	—	—
check room.	J	X	✓	X	X	X	X	X	—	—	—	—	—
Elevator	E	X	✓	X	✓	X	X	✓	✓	✓	X	(3)	—

Describe: Opportunity to sit, etc. (2) chairs with leather upholstered seats.
(1) Reg. tel. chair - with round ring for foot rest.

30 - (3) Winter uniforms - wool dress.
Summer " blue linen - white collars & cuffs.

(4) blue or blue & white stripe dress - white aprons.

~~27.~~ A.B.C. ~~in wh rm~~.

27. On each of 7 floors - there is a change room for the Col. maids ~~was~~ a small room under stairs off the hall. no nat lt. or vent'l. except as door is left open. ailif ✓ wall hook ✓
seats X. clean ✓

11-26

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Skirvin Hotel Person interviewed Miss M. A. Lusty. Sect. Treas.
Address Oklahoma City Agent H. M. H. Date 5-22-24
2. Type of restaurant Cafe - men waiters only.
3. Hours open for business: 1 woman checker only - see hours sheet.
Daily — Sunday — Extra —

4.		Wh	Col		Total
	No. of men	18	48	boys	66
	" women	9	23	girls	32
	Total	27	71		98

5. Location of building In business district.

6. Workroom conditions:
a. General description of use of floors Cafe - men waiters - 1st fl. Kitchen - basement - white tile floor. 1st floor.

b. General impression of workrooms Very clean and well arranged.

This hotel restaurant was rated first of the Oklahoma City restaurants with a high rate of —

c. Cleaning porters + helpers scrub daily.

d. Heating cooking stoves

e. Lighting ceil lts - df shades - excellent. large windows 2 sides.

f. Ventilation windows large. 2 sides - 2 exhaust fans in walls. oscillating fans in checkers at the desks. hoods over stoves

(323)

11-26

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

checker	checks amts of food.

8. Sanitation:

a. Drinking facilities faucets in kitchen - indiv glass.

b. Washing facilities

Hot water white sheet floor Soap Towels

c. Toilets: 1. Location

2. Ventilation

3. Lighting: Daylight 3rd Artificial

4. Screened from workroom

5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat

6. No. of seats No. of seats per woman

d. Uniforms: Supplied X required X laundering X

9. Service and welfare facilities

a. Lunchroom Chairs at her stations

b. Restroom

c. Cloakroom and locker facilities white sheets.

d. Health service: Medical examination Health record

first aid equipment

e. Other welfare equipment

10. Employment management: a. Hiring and discharge centralized

Other

b. Record kept

c.

U. S. Department of Labor
WOMEN'S BUREAU

11-26

Hours

Establishment Skirvin Hotel

Worker Anna Johnson Race Col Occupation maid

HOURS — 1 hr. off for supper

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												8½
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 60½

Worker 17 Hotel maids. Race Col Occupation Maids

HOURS — Sleep. 15-20 min for lunch

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												~~7~~
Monday																												6¾
Tuesday																												7½
Wednesday																												7½
Thursday																												7½
Friday																												7½
Saturday																												7½

Total Weekly ~~60~~ 51¾

Worker Race Occupation

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date Agent

(324)

11-26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Skinner Hotel

Worker Mrs Silvales Race White Occupation Linen room

HOURS 1/2 hour for lunch

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												8
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 50

Worker Mrs. Fuller. Race Wh. Occupation linen room.

N.R. hrs

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Race Occupation

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date Agent H. M. H.

(324)

11-26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment 'Skirvin Hotel

Worker Mrs Herman / Mrs Hill Race White Occupation Linen room.

no meals furnished

	HOURS	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday				5½
Monday				7
Tuesday				7
Wednesday				7
Thursday				7
Friday				7
Saturday				7
			Total Weekly	50½

Worker Annie Searcy Race ~~Col~~ Occupation Inspect Linen

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5
Monday				7
Tuesday				7
Wednesday				7
Thursday				7
Friday				7
Saturday				7
			Total Weekly	50½

Worker ~~Mrs Sibberdos~~ Mrs. Miller Race White Occupation Linen room.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5
Monday				7
Tuesday				7
Wednesday				7
Thursday				7
Friday				7
Saturday				7
			Total Weekly	50½

Date _____ Agent H. Tor. H

(324)

11·26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Skirvin Hotel

Worker Miss Poteet Race wh. Occupation check woman

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												9
Monday																												6
Tuesday																												6
Wednesday																												6
Thursday																												6
Friday																												6
Saturday																												6

Total Weekly 52½ hrs

Worker Mrs. Smith Race wh Occupation check woman.

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												6
Monday																												6
Tuesday																												6
Wednesday																												6
Thursday																												6
Friday																												6
Saturday																												6

Total Weekly 52½ hrs

alternate

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent [illegible]

(324)

11-26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Skinner hotel

Worker Edna Johnson Race Col Occupation Elevator Ops.

HOURS see next page

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker S. Alexander / A. Nunnally / Rosa Bruce / Myrtle Williams Race Col Occupation elevator ops.

HOURS

one week.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty X	MEALS Off duty X	TOTAL HOURS
Sunday																												9
Monday																												6
Tuesday																												9
Wednesday																												6
Thursday																												9
Friday																												6
Saturday																												9

Total Weekly 54

Worker Same ones Race Occupation

HOURS

2nd wk.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												9
Tuesday																												6
Wednesday																												9
Thursday																												6
Friday																												9
Saturday																												6

Total Weekly 51

alternate

Date 5/22/24 Agent N. M. H.

(324)

11-26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Skirvin hotel

Worker Edna Johnson Race Col Occupation Elev oper

1 hr. for lunch

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				8
Monday				8
Tuesday				8
Wednesday				8
Thursday				8
Friday				8
Saturday				8
Total Weekly				56

Worker _____ Race _____ Occupation _____

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Total Weekly				

Worker _____ Race _____ Occupation _____

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Total Weekly				

Date _____ Agent H. Tu-H

(324)

11.26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Skirvin Hotel

Worker Forest Dunbar Race wh. Occupation tel opr.

HOURS — 1 hr. off for lunch

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

not much to do at nights. Night clerk relieves her

Total Weekly 49

Worker Katherine McGrew. Annette Pendley Race white Occupation tel opr

HOURS — 15 min. relief each trick

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												9½-5 45
Monday																												5-45
Tuesday																												9½
Wednesday																												5-45
Thursday																												9½
Friday																												5-45
Saturday																												9½

9 30
5 45
2 15
2 15
23 15

Total Weekly 53 hrs 15+

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent H. Tu. H.

(324)

11-26

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Skirvin hotel

Worker Era Saunders Race white Occupation checker

HOURS gets 3 meals.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																											✓	8
Monday																											✓	7
Tuesday																											✓	7
Wednesday																											✓	7
Thursday																											✓	7
Friday																											✓	7
Saturday																											✓	7

Total Weekly 50

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent H. M. H

(324)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

11-1

1. Name of factory Hotel Ardmore Address Main & C. Ardmore
Person interviewed Mr. Wilson
2. Product Position Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	5	7	Boys	X	X	12
Women	5	3	Girls			8
Total	10	10	Total			20

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

4. Firm's scheduled hours: ~~House Keeper~~ & Maids

Daily: Begin 8 End 5 Lunch period 1 hr Rest period X Total 8

Saturday " 8 " 1 " " X " " X " 5

~~Shifts~~ Sun. " 8 " 1 " " X " " X " 5

Regular weekly number of days ~~6~~ 7 Total weekly hours 50

May run over some sat. & Sun. Thought this usual.

Shifts weekly number of periods X Total shifts weekly hours X

Housekeeper on call till late. No schedule.

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method Mgr Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date May 20, 1924 Agent Benham

(322)

To reduce to 1 wk - multiply by 7/25 - .46666

Ardmore Hotel

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓

Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
Concrete 1	1-7 Inside	X	✓ X	✓ ✓	✓ ✓	X	X	✓	✓	—

Workrooms. Number N. R.

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Guest Rooms 2-6th		Carpet	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
B Switch Board 1st in office		tile	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. X

Gen. Cleaning system not checked on. adequate.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. B. Large windows 2 sides no shades needed. adequate

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) B. gen. ceiling semi-indirect

17 - 18: Glare or reflection: describe X

19. Heating system Steam radiators

11-1

Ardmore Hotel

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Large paddle fans
Loc. Office Ceiling

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X

Sanitation:
22. Drinking facilities, loc. _____ Conv. _____
Bblr. _____ San _____ Tank _____ Cooler _____ Faucet _____ Other _____
Cup, common _____ Individual _____ Kind _____

23. Washing facilities If none, where wash —

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
one on each Pub. floor	Toilet 2 enamel bowls-2	✓	✓	✓	✓	X	X		available		9 wh. 3 col.

24. Toilets: Kind Plumb. Sep. X N.R(1) If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Pub. & wh. one on each floor 2-6th	2	tile	hall	✓	✓	✓	X	✓	✓	✓	✓	X	✓	✓	✓	✓
			usually use 2nd floor													
Col.	7th	1	cem.	hall	X	X	X	✓	X	✓	✓	X	X	✓	X	✓	X

(1) Separate for white. Toilet for colored probably used by men porters. Housekeeper did not know. Also not sure that colored maids did not use public toilets on each floor.

Total no. seats Wh- 28 Col 1 No. wmn. per seat Wh- N.R Col- 3
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. d Wrk. hrs. ✓ Scrub reg. ✓ Freq. d Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with _____ Prov. _____ Kind _____
Loc. _____ Equip.o.k. _____ Cln. _____ Lt.Nat. _____ Art. _____ Vent.o.k. _____
Prov. hot food, drink only _____ Cooking convncs _____ Supr. _____ If none House keepers room or home.

11-1

Ardmore Hotel

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with X Prov. ____ Loc. ____ Equip. o.k. ____
Cln. ____ Lgt. nat. X Art. ____ Vent. o.k. ____ Supr. ____ If none Chairs in guests rooms

27. Cloakroom, combined with House Keepers Office Prov. ✓ Loc. 4th Conv. X Lkr. X
White maids Shlv. X hngr. X Wl. hk ✓ Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. House Keeper If none — lkr. — shlv. — hngr. — Wl. hk —
Col maids see below (1)

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call ✓ 1st aid X
Chg. of — Med. exam X Health rec. X Acc. rec. ✓ of Comp.
Comp. ✓ Ins. Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Tel. op.	B	X	✓	X	X	X	X	—					
Stand													
maids	none	—				X	X	—					
Sit or stand													

Describe: Opportunity to sit, etc. ____

(1) Col. Maids – 7th floor comb. with X pro ✓ conv X ~~to~~ wall hooks ✓ Seats X clean ✓ lgt nat ✓ art ✓ Vent O.K ✓ Super. ✓ Housekeeper (not regularly)

11-1

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Hotel Ardmore Coffee Shop Person interviewed Mr. Wilson
Address Main & C. St. Ardmore Agent Benham Date 5-20-24
2. Type of restaurant Cafe
3. Hours open for business:
Daily 5.30-8.30 Sunday 5.30-8-30 Extra X

					Total
4. No. of men	wh 10	col 8	boys	X	18
" women	4	X	girls		4
Total	14	8			22

5. Location of building In Business Section.

6. Workroom conditions:
a. General description of use of floors 1st Floor Kitchen & Dining room Women in Dining room only

b. General impression of workrooms A Dining room tile floor, walls & ceilings light & very clean.

c. Cleaning Porters scrub daily - or oftener. High standard

d. Heating Steam radiators

e. Lighting & Windows Large Clear glass 2 sides Curtains Gen. Ceiling ceiling indirect, elec

f. Ventilation Large paddle fans Small buzz fans along walls.

(323)

11-1

Hotel Ardmore
Coffee House

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:
Waitresses. Serve at Counters & Tables - Keep tables & counter in order. Busse boys carry out all dishes. No tray carrying

8. Sanitation:
a. Drinking facilities Usual for customers.

b. Washing facilities Sink in cloak room. Probably use water facilities at counter
Hot water X Soap X Towels N.R.P.
O.Mgr. vague - thought towels. None in Cloak room
c. Toilets: 1. Location Use Pub. Toilets in Hotel See. 24 Hotel Sched.
2. Ventilation
3. Lighting: Daylight Artificial
4. Screened from workroom
5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat

6. No. of seats No. of seats per woman

d. Uniforms: Supplied X required ✓ laundering X

9. Service and welfare facilities
a. Lunchroom Eat in Cafe at table or counter

b. Restroom

c. Cloakroom and locker facilities Room in basement, Lockers, Chairs Vent O.K. elec. light Room clean but somewhat disorderly, some unused equipment stored there

d. Health service: Medical examination X Health record X
first aid equipment X
e. Other welfare equipment Comp - In. Co

10. Employment management: a. Hiring and discharge centralized ✓ Mgr
Other X
b. Record kept X
c.

11-1

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Hotel Ardmore

Worker Fay Franklin Race White Occupation Tel Opr.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												10
Monday																												7
Tuesday																												10
Wednesday																												7
Thursday																												10
Friday																												7
Saturday																												10

Two operators alternate hours. No definite rest periods but do take time away from work when clerk in office takes charge of switch board. Hours probably not over legal max. but unsystematic.

Total Weekly N.R.

Worker Lois Haylock Race White Occupation Tel. Opr.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly N.R.

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date May 20, 1924 Agent Benham

(324)

11-1

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Hotel Ardmore Coffee Shop.

Worker Eliz Pembly Race White Occupation Waitress

	HOURS	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday	8.30			74
Monday				"
Tuesday				"
Wednesday				"
Thursday				"
Friday				"
Saturday				"

Total Weekly 52½ + 13 meals

Worker Pearl Payson Race White Occupation Waitress

	HOURS	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday		2	1	8
Monday		2	1	"
Tuesday		2	1	"
Wednesday		2	1	"
Thursday		2	1	"
Friday		2	1	"
Saturday		2	1	"

Total Weekly 56

Worker Fay Willis Race White Occupation Cashier.

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				6
Monday				"
Tuesday				4
Wednesday				"
Thursday				"
Friday				"
Saturday				"

Total Weekly 42

Date May 20, 1924 Agent Benham

(324)

U. S. Department of Labor
WOMEN'S BUREAU

Hours 11-1

Establishment Hotel Ardmore Coffee Shop

Worker Nettie Gossi Race White Occupation Waitress

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
																				6.30	8.30							
Sunday																												8
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

MEALS 3

Total Weekly 56 + meals

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date May 20, 1924 Agent Benham

(324)

11-11

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Jens Marie Hotel Address Ponca City, Okla.
Person interviewed Wm B. Wiker
2. Product _____ Position Mgr.

3. Number employed:

	W.	C.		W.	C.	Total
Men	24	4 + 1 Jap	Boys	X	X	29
Women	23 ~~24~~	~~8~~ 7	Girls			~~31~~ 31
Total	47	~~12~~ + 1 Jap.	Total			60
	53	16				

Day ~~Day~~ Total

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

4. Firm's scheduled hours: (1) See note on back

12 Maids Col

Daily: Begin 8 End 4 Lunch period X Rest period X Total 8

Sun ~~Saturday~~ " 8 " 12 " " X " " X " 4

Shifts " — " — " " — " " — " —

Regular weekly number of days 6½ Total weekly hours 52

Shifts weekly number of periods _____ Total shifts weekly hours _____

House supervisor - Trim H. P.

1 - Linen room White

Daily: Begin 8 End 6 Lunch period 2 hrs Rest period X Total 8

Sun ~~Saturday~~ " 9 " 12 " " X " " X " 3

Shifts " — " — " " — " " — " —

Regular weekly number of days 6½ Total weekly hours 51

Shifts weekly number of periods — Total shifts weekly hours —

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen — Heads of Depts
Records kept X

7. Subcontract shop X Home work given out X

Date June 3 1924 Agent Benham

(322)

To reduce the Monthly earnings above maids multiply by 6.5/280 (.2321429)

(1) Lunch period - Housekeeper stated that maids did not always bring lunch. If they did they preferred to stop only long enough to eat & then go on so as to get there at 4. Otherwise they could have been allowed 1 hr & work till 5.

House keeper lives in house & has no regular schedule. Work entirely supervising.

11-11

Jens Marie Kobl

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓

Indirect X Cl. ✓ Nat.lt.o.k. X Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
(1) Concrete	1st to 6th	X	X	— ✓	✓ X	—	X	X	✓	✓	—
concrete	1st to Base	X	X	— ✓	✓ X	—	X	X	✓	✓	—

(1) 1st 1/2 of flight out of lobby wood.

Workrooms. Number 3. & Guest Rooms

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
(1) Lobby 1st A	Cmt Crete	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	—
Inner B	Basement	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	—
Elevator X	Wood	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	—
	Guest Rooms —															

(1) Tel. op. & Women in charge of cigar stand who are also cashier for cafes - works in Lobby.

Notes

14. Clnged by girls X men X jant. ✓ janitress X other X no resp. X

Usual daily cleaning - scrubbing not checked.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.

A. Large windows 2 sides - Clear glass Awnings

B. - 1 small window 1 side - not adequate

C.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)

A - Gen. Ceiling - semi-ind.

B - Gen. ceiling - semi-ind.

C -

17 - 18: Glare or reflection: describe X

19. Heating system Steam Radiators

Juno Marie Hotel

11-11

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Large Paddle | Buzzfan
Loc. Corner of Lobby | Elevator

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X Linen room has window 1/2 above strut level, good circulation of air.

Sanitation:
22. Drinking facilities, loc. in Lobby. Conv. ✓
Bblr. ✓ San X Tank X Cooler ✓ Faucet X Other X
Cup, common X Individual X Kind —
N. R for woman in Linen room.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
2nd-3 4-5-6 floors.	Toilet-cockflow 1-porc. Bowl-1	✓	✓	✓	✓	✓	✓	✓	7 roll	supply as needed.	
	one on 2nd floor used generally by Tel. & Cashiers & Eli. girls										

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
wh & col. 5 one on each floor 2-6,	1	tile	off hall	✓	✓	✓	✓	X	✓	✓	X	X	✓	X	✓	✓
		Tel, eli, girl & Cashier usually use one on 2nd.														

Total no. seats 5 No. wmn. per seat
Clng. by girls X Men X Jant. X Janitress X Other Maids & Porter No. resp X
Swept reg. ✓ Freq. d. Wrk. hrs. ✓ Scrub reg. ✓ Freq. d. Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Prov. Kind
Loc. Equip.o.k. X Cln. Lt.Nat. Art. Vent.o.k.
Prov. hot food, drink only Cooking convncs Supr. If none Tel. Eli. girls & cashiers usually in coffee shop (allowed 50% off.) Linen room girl in Linen Room. Maids wherever they work in guest rooms.

Jane Marie Hotel

11-11

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with ✓ Prov. Sched. Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. Sel Art. Rest Vent. o.k. _____ Supr. _____ If none _____

Col.

27. Cloakroom, combined with X Prov. ✓ Loc. one on each floor Conv. ✓ Lkr. X
Shlv. ✓ hngr. X Wl. hk ✓ Seats X Cln. ✓ Lgt. nat. X Art. ✓
Vent. o.k. X Supr. X If none Lisers lkr. X shlv. X hngr. X Wl. hk ✓
room or Check Room X ✓ ✓ ✓

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call X 1st aid ✓
Chg. of Housekeeper Med. exam X Health rec. X Acc. rec. _____
Comp. X

29. Other welfare: Cashiers, Eli & Tel. Girls allowed 50% discount on meals.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Tel. Ops	B	X	✓	X	X	X	X	—	—	—	—	—	—
Stand													
Maids	X	—	—	—	—	X	✓	✓	X	✓	X	white aprons	
Sit or stand													
Cashier	E	X	✓	N.R	✓	X	X	—	—	—	—	—	—
Elev. Ops.	C	X	✓	X	X	X	X	—	—	—	—	—	—

Describe: Opportunity to sit, etc. _____

11-11

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Jane Marie Hotel Person interviewed Wm B Weber
Address Ponca City Okla. Agent Benham Date June 3, 1924
2. Type of restaurant Dining Room, Table service, Coffee Shop - Table & Counter
3. Hours open for business:
Daily D Rm 6-9, 12-2, 6-8 Sunday Same Extra X
Coffee Shop 6 a.m. - 12.30 P.M.
4. No. of men See Hotel Sched. boys ____ Total ____
" women ____ girls X See Hotel Sched.
Total ____
5. Location of building Business Section

6. Workroom conditions:
a. General description of use of floors ~~Box~~ Serving Kitchen & Grill. 1 woman part time in Kitchen. Extra help only in Grill - not inspected. 1st Kitchen, B Dining room & C Coffee Shop.

b. General impression of workrooms A B & C. All floors concrete, very smooth tile like finish. All walls & ceiling light & very clean.

c. Cleaning Porters sweep & scrub ~~as~~ daily -

d. Heating Steam Radiators & heat of stove in Kitchen.

e. Lighting A. Single sash, Large Changlas, side windows sufficient B. Large double sashes, 1 side windows. C. Small Changlas, 1 side windows adequate A & C. Curtains protected. A ~~&~~ Gen. Ceiling unshaded. 1 B & C. Ceiling lamps unshaded.
f. Ventilation A - Exhaust in wall near stove, Hood & pipe over stove - Small buzz fans. B ~~&~~ C. Large paddle fans. C. Small buzz fans ~~from~~ regular intervals on walls.

(323)

11-11

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Waitress Dining	- Serve & set up - Bus boys carry out
" Coffee Shop	Serve & set up - Carry out dishes
Dishwasher	- usual
Pantry	arrange food for serving - make salad, etc.
Cashier	Sit at cashier, usual - for both Dining room & Coffee Shop. -

See Hotel Sched. -

8. Sanitation:

a. Drinking facilities Usual for customers

b. Washing facilities Sinks in Kitchen. Service towels always available

Hot water ✓ Soap ✓ Towels ✓

c. Toilets: 1. Location Base-off locker room.
2. Ventilation None except thru door
3. Lighting: Daylight X Artificial ✓
4. Screened from workroom ✓
5. Describe - ventilation - cleanliness - cleaned when and by whom - type of toilet - type of seat Clean - Cleaned by porters daily -

~~Showers in~~ Not convenient, considerable distance thru corridors & down stairs

6. No. of seats 1 No. of seats per woman 11

d. Uniforms: Supplied X required ✓ laundering ✓
White Aprons - for Kitch & Dining - also black dresses for Waitresses

9. Service and welfare facilities

a. Lunchroom Pantry & Kitchen help eat in kitchen. All waitresses at certain table in dining room. Not allowed to eat in Coffee Shop.

b. Restroom Small rest room for Public off corridor in basement Used by girls.

c. Cloakroom and locker facilities Basement room - No vent but thru door. No window. Small (four ft.) lockers - 2 or 3 doors. Art. light O.K. - Showers

d. Health service: Medical examination X Health record X
first aid equipment ✓ - House Keeper Pro charge

e. Other welfare equipment X

10. Employment management: a. Hiring and discharge centralized X
Other Heads of various departments
b. Record kept X
c.

11-11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Jno. Marie Hotel

Worker Ellen Langford Race White Occupation Pantry

30 min out for each of 3 meals from these hours.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday							6.30													7.30								
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Dulcie Smith
B. Imig
Junita Neher
Ella Abbat
Waitress

Worker Lena Dyer Race White Occupation Main Dining

Each girls works the extra hour in the morning every other day. ∴ 2 or 3 come early each day.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Leona Jones Race White Occupation Waitress Coffee Shop.

30 min rest in morning shift & 20 min for Breakfast within these hrs.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date June 3, 1924 Agent Benham

(324)

11-11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Jens Marie Hotel

Worker Mrs Loyd Douglas Race White Occupation Cigar Stand & Cashier & Clerical

Clerical in forenoon
Cashier & Cigars 1.30-4.30

12:30 - one half hour off for meal

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	52

Worker Ida Parker Race White Occupation Wash Dishes

45 min off each day

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday		✓		7 15
Monday				7
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	50 14

Worker Ida Whitmore Race White Occupation Pantry

30 min off for each of 3 meal within these hours.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday				7
Monday			✓	
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	52

Date June 3, 1924 Agent Benham

(324)

II-11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Jens Marie Hotel

Worker Gertrude Powell Race White Occupation Waitress Coffee Shop

HOURS 30 min rest out of afternoon tricks

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												7½
Monday																												"
Tuesday																											✓	"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

8½ / 7½

Total Weekly 52½ ✓

Worker Mrs. C. A. Ruth Race White Occupation Waitress

HOURS Also works for banquets - Extra hours impossible to schedule.

MEALS N.R. varies

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Worker Mrs. E. A. Bunk Race White Occupation Extra Kitchen

HOURS Cannot give schedule as she works for extra banquets only, but is regularly on payroll.

MEALS N.R. - Varies

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date June 3, 1924. Agent Benham

(324)

11-11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Jean Marie Hotel

Worker Luba Hegdal Race White Occupation Waitress Coffee Shop

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												7
Monday																												
Tuesday																											✓	
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 49

Worker Lillian Hill Race White Occupation Waitress Coffee Shop

HOURS

30 min rest out of night trick

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												7½
Monday																											✓	
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 52½

Worker Beulah Lavine Race White Occupation Waitress

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																												6
Monday																											✓	
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 42

Date June 3, 1924 Agent Berham

(324)

11-11 5

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Jens Marie Hotel

Worker Maud Hunter Race White Occupation Tel. Op.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												6
Tuesday																												6
Wednesday																												6
Thursday																												6
Friday																												6
Saturday																												6

Total Weekly 32½ (AM)

Worker Adelade Hudson Race White Occupation Cigar Stand & Cashier

Alternate with Nettie Smith. 20 min off for 1 meal

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7½
Monday																												7½
Tuesday																												7½
Wednesday																												7½
Thursday																												7½
Friday																												7½
Saturday																												7½

1.30 4.30

Total Weekly 50

20 min off for 1 meal

Worker Nettie Smith Race White Occupation Cigar ~~Waitress Cashier~~

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

1.30 4.30

Total Weekly 5

Date _____ Agent _____

(324)

11-11

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Jane Marie Hotel

Worker Lue Beal Race White Occupation Elevator Op.

alternate with other

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
												11.30												10.30				
Sunday																												9
Monday																												6 1/2
Tuesday																												9
Wednesday																												6 1/2
Thursday																												9
Friday																												6 1/2
Saturday																												9

Total Weekly 54 1/4

Worker Nova Hull Race White Occupation Elevator Op.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
												11.30												10.30				
Sunday																												6 1/2
Monday																												9
Tuesday																												6 1/2
Wednesday																												9
Thursday																												6 1/2
Friday																												9
Saturday																												6 1/2

Total Weekly 54 1/4

Worker Margaret Dawson Race White Occupation Tel. Op.

alternate with other

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7
Monday																												6
Tuesday																												9
Wednesday																												6
Thursday																												9
Friday																												6
Saturday																												9

Total Weekly 54

Date June 3, 1924 Agent Benham

(324)

11-18

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Muskogee Hotel Address 20 W. Broadway.
Person interviewed Mrs. R. C. Watt.

2. Product _____ Position Chief Clerk.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	X	7	Boys			7
Women	2	6	Girls			8
Total	2	13	Total			15

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " ____ " ____ " ____

Shifts " ____ " ____ " ____ " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " ____ " ____ " ____

Shifts " ____ " ____ " ____ " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foreman Machine lines maids lines others
Records kept X

7. Subcontract shop X Home work given out X

Date 6/23/24 Agent H. M. H.

(322)

Muskegon Hotel.

11-18

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✓ Cl. ✓ ✓ Nat.lt.o.k. ✗ — Art.prov. ✓ Other ✗

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
cement iron edgt	basement - 4th fl hoists	X	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	X

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
A. 2nd fl linoleum	wd	✓	✓	-	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
(1) B. 1st fl tel open	tile	✓	✓	-	—	X	X	—	✓	✓	✓	-	✓	✓	✓	X
(1) In office in lobby.																

Notes

14. Clnged:by girls X men X jant. porter janitress X other X no resp. X
at least 1c D. oftener if necessary.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. A. sash wind 1 side
B. Large windows. 2 sides curtains.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. gen elec - ~~sem~~ cil lt. flat df-shade.
B. gen. elec cil. lt. . df globes. 1 indiv. adj. arm lt.

17 - 18: Glare or reflection: describe X

19. Heating system steam radiators

Muskogee Hotel.

11-18

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind B. paddle fan + revolv fan.
Loc. A revolving fan.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other —

Sanitation:
22. Drinking facilities, loc. A. wtg rm B. wh rm. Conv. ✓
Bblr. X San — Tank X Cooler X Faucet ✓ water Other X
Cup, common X Individual ✓ Kind glass
Summer. A. goes into Cafe for ice water conv ✓. B. Bell boys take ice water up several times per day.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
2nd fl. A	in linen & change room 1 wash bowl 1	✓	✓	✓	✓	✓	✓	X	X	✓	1c D or oftener if they wish. 6 W.
1st fl. B	off office. 1 wash bowl 1	✓	✓	✓	✓	✓	✓	✓	X	X	1c W. oftener if they wish.
2nd fl. Pub + B	in toilet rm. 1 wash bowl.	✓	✓	✓	✓	✓	X	—	—	—	keep at their own switch board.

24. Toilets: Kind flush. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Col Maids + Pub. 2nd fl. A	1	Tile	off Hall	(1) ✓	X	✓	✓	X	✓	✓	X	X	✓	X	✓	✓
Col Opery + Pub 2nd fl. B	1	Tile	off Pub Rest Room	(2) ✓	✓	✓	✓	X	✓	✓	X	X	✓	X	✓	✓

(1) Some must go up or down 1 flight of stairs.
(2) go up 1 flight of stairs. not far.

Total no. seats ____ No. wmn. per seat ____
Clng. by girls X Men X Jant. X Janitress X Other Maids No. resp X
Swept reg. ✓ Freq. 1c D Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1c D Work hrs. ✓

Service and Welfare
25. Lunchroom, combined with ____ Prov. ____ Kind ____
Loc. ____ Equip.o.k. ____ Cln. ____ Lt.Nat. ____ Art. ____ Vent.o.k. ____
Prov. hot food, drink only ____ Cooking convncs ____ Supr. ____ If none maids eat in linen room.

Cafe in building. probably too expensive for them.

Muskogee Hotel -

11 - 18

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with for public - tel. girls can use Prov. ✓ Loc. 2nd fl Equip. o.k. cancel comfortable ch.
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. X If none —

see note below. 27. Cloakroom, tel. oper. combined with X Prov. ✓ Loc back of office Conv. ✓ Lkr. X
Shlv. X hngr. X Wl. hk ✓ Seats X Cln. ✓ Lgt. nat. X Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call ✓ 1st aid X
Chg. of — Med. exam X Health rec. X Acc. rec. if any.
Comp. Ins. Co.

29. Other welfare:

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit Tel oper.	(1) M	✓	✓	(1) ✓	X	X	X	X	—	—	—	—	—
Stand Maids	X	—	—	—	—	X	✓	✓	X	X	✓	white aprons caps	
Sit or stand housekeeper	A.	—	—	—	—	X	✓	✓	X	X	✓		

Describe: Opportunity to sit, etc (1) reg. tel. chair with ring around.

27. Col Maids -
coloured. with linen room or change room. prov ✓. 2nd fl. - nails on wall.
chair in room.

11-18

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment: Muskogee Hotel

Worker: 4 maids + 1 housekeeper | Race: Col. | Occupation: 4 Maids 1 housekeeper

HOURS — can take less 1 hr. off for lunch or get during earlier.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												6½
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly: 45½

Worker: 1 maid | Race: Col | Occupation: maid.

HOURS

	M 12	1	2	3	4	5	6	7	8	9 30	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												6½
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly: 45½

Worker: | Race: | Occupation:

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly:

Date: 1/23/24 | Agent: H. M. H.

(324)

11-18

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Muskogee Hotel

Worker Mrs. Flannigan Race White Occupation tel oper.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12 30	1 30	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7½
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 52½

alternate every 15 days.

Worker Agnes Flusher Race Wh. Occupation tel oper

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5 30	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7½
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 52½

Worker _____ Race _____ Occupation _____

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date 6/23/24 Agent H. M. H.

(324)

11-19

1 Extra Sheet 2a.

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name New England Cafeteria Person interviewed Mr. R. H. Pressler
Address Main & E. Industre Agent Benham Date May 20, 1924
2. Type of restaurant Cafeteria
3. Hours open for business:
Daily 11-1.45 & 5-7.30 Sunday 11-1.45 & 5-7.30 Extra X

4.		White	Col		Total
	No. of men	X	X	boys	X
	" women	4	9	girls	13
	Total	4	9		13

5. Location of building Business Section

6. Workroom conditions:
a. General description of use of floors 1st floor A. Kitchen B Dining Room.

b. General impression of workrooms A. Cement floor. - Walls & Ceiling light & clean. room not crowded.
B. Cement back of counter. Linoleum remainder of room. Walls & Ceiling light & clean.

c. Cleaning Kitchen & Dining rooms scrubbed daily. Kitchen workers take turns at this work.

d. Heating Gas Stove dining room. Cook stove Kitchen

e. Lighting A. Small single sash windows side. not adequate. Gas. Ceiling elec. unshaded.
B. Large show windows 1 side Gas. Ceiling

f. Ventilation 2 small fans fans kitchen. Exhaust in wall between Dining rooms & Kitchen & in rear Kitchen wall. Large paddle fans, ceiling 3 small buff fans on walls in Dining room.

(323)

New England Cafeteria

Extra Sheet 11-19

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Cooks — Usual
Potes & Pans — Washall working dishes
Wash silver & glass
Wash trays
Wash dishes
Dry dishes
Tray girl — Picks up & carry out dishes from dining room

Scrub floors Kitchen & Dining room

Col.

8. Sanitation:

a. Drinking facilities Usual for customers Dining room.
Tank Kitchen - cups or glasses always available

b. Washing facilities General sink-Kitchen. Clean, convenient

Hot water ✓ Soap ✓ Towels ✓ I.D.: 4 w 90 w

Towels White 1 daily 4 Col - 1 daily 9

c. Toilets: 1. Location off Kitchen
2. Ventilation Art. next to outside
3. Lighting: Daylight X Artificial ✓
4. Screened from workroom X No men in Kitchen
5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat cement floor scrubbed daily by women who scrub Kitchen used by both White & Colored Hand flush toilet

6. No. of seats 1 No. of seats per woman 13

d. Uniforms: Supplied wh ✓ col X required ✓ laundering wh ✓ col X

9. Service and welfare facilities

a. Lunchroom Counter girls eat in dining room others in Kitchen

b. Restroom X

c. Cloakroom and locker facilities Colored use wall hooks in toilet. Clean White have small cloakroom off Kitchen, no window Art. light, no seats, no shelves wall hooks only No vent except thru door to Kitchen

d. Health service: Medical examination X Health record X
first aid equipment X

e. Other welfare equipment X

10. Employment management: a. Hiring and discharge centralized ~~Mgr or wife~~ X
Other Mgr or wife

b. Record kept X

c.

11-19

RESTAURANT SCHEDULE, Sheet 2. a

7. Occupations - Describe general duties of various employees:

Counter	Serve & keep counter in order. Take out food before serving & put away after.
White	

8. Sanitation:

a. Drinking facilities

b. Washing facilities

Hot water Soap Towels

c. Toilets: 1. Location

2. Ventilation

3. Lighting: Daylight Artificial

4. Screened from workroom

5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat

6. No. of seats No. of seats per woman

d. Uniforms: Supplied required laundering

9. Service and welfare facilities

a. Lunchroom

b. Restroom

c. Cloakroom and locker facilities

d. Health service: Medical examination Health record

first aid equipment

e. Other welfare equipment

10. Employment management: a. Hiring and discharge centralized

Other

b. Record kept

c.

11-19

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment New England Cafeteria Arduare

Worker ✓Mary Thomas, Della Anderson, Edessa Robinson, Lizzie Kane, Ida Williams, Ruby Jackson Occupation Wash pots & pans, silver & glass, dishes, trays, Dishwashers.

Race Col.

30 min. off for each of 2 meals. According to yellow card, girls have one day per wk off

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday										8.30					2.30		4.45				7.30							8 45 - 1hr for meals 7 45
Monday																											✓	
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 46 7/12

Worker ✓Pearl Thurston, ✓Sara Wright, ~~Della Harris~~ Race ~~Wh~~ Col. Occupation Pastry Cook, 2nd Cook.

HOURS

~~45~~ min. off for each of three meals.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday																											✓	10-2 1/4 for meals 7 3/4
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 46 1/2

Worker ✓Della Harris Race Col Occupation 2nd Cook

45 min off for each of 3 meals.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday										9.30										7.30								7 3/4
Monday																											✓	"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 7

Date May 20, 1924 Agent Benham

(324)

U. S. Department of Labor
WOMEN'S BUREAU

Hours 11-19

Establishment New England Cafeteria

Worker Fannie Noble, Ruth Perkins, Bessie Griffin, Marie Johnson Race White Occupation Counter

	HOURS																									MEALS 3		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
									8.30					1.45						7.30									
Sunday																												8½
Monday																											✓	
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 52½

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date May 20, 1924 Agent Burham

(324)

11-20

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name New England Cafeteria Person interviewed Earl E. Lackey - Mgr
Address Muskegon - 4th St. Agent Burham Date 6-27-24
2. Type of restaurant Cafeteria
3. Hours open for business:
Daily 11-1.45 5-7.30 Sunday X Extra X

4. No. of men	wh. 3	col X	boys		Total 3
" women	4	8	girls	X	12
Total	7	8			15

5. Location of building Business Section.

6. Workroom conditions:
a. General description of use of floors 1st floor Dining Room - A Kitchen B.

b. General impression of workrooms A tile floor - walls light & clean Long narrow room. B wood floor - Main part of Kitchen 2 steps above Level of dining room level, small & somewhat Crowded, tho systematically arranged. Walls & ceiling light & Clean

c. Cleaning Dish washers scrub dining room & kitchen floors 2 ce day. before each meal. Clean

d. Heating A B. Heat of stoves

e. Lighting A. Large store windows with ribbed glass windows above, 1 side. Semi-ind ceiling lights. B. Large doubl sash windows 1 side - Curtains not needed. Gen. dp unshaded.

f. Ventilation A. Blowfans at reg. intervals along wall. Exaust in rear wall drawn air thru pipe across Kitchen to outside
B. Exaust in rear wall of Kitchen. Kitchen comfortable on hot morning.

(323)

New England Cafeteria - Muskogee 11-20

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Counter	Get counters in order before meals - Serve during meal. - Bus boys, clear tables
Cooks	Asst cooks help wash cooking dishes
Dish washers	Wash dishes - scrub floors, prepare veg

8. Sanitation:

a. Drinking facilities Usual for customers

b. Washing facilities 1 enamel sink - 1 Kitchen. No container so can't use hot water

Hot water X Soap ✓ Towels ✓ -

c. Toilets: 1. Location off Kitchen for wh. & col women. 20 for wh - 12 women

2. Ventilation Window & out side O.K.

3. Lighting: Daylight ✓ Artificial ✓

4. Screened from workroom ✓

5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat Wood floor scrubbed 2 ce day by dish washers - usual type seat, Hand flush, fresh

6. No. of seats 1 No. of seats per woman 12

d. Uniforms: Supplied wh ✓ | Col X required ✓ | X laundering ✓ | X

White caps & aprons.

9. Service and welfare facilities

a. Lunchroom Counter girls eat at tables after meals are served Kitchen workers in Kitchen - After meals are served - Eat ~~not~~ "what is left" thought value not to exceed 20¢ for meal

b. Restroom X

c. Cloakroom and locker facilities Small room off Kitchen. Wall hooks, hold & air over partition from Kitchen. No seats Small shelf. Floor Scrubbed when Kitchen is scrubbed

d. Health service: Medical examination X Health record X

first aid equipment ✓ - Mgr.

e. Other welfare equipment X

10. Employment management: a. Hiring and discharge centralized Mgr.

Other X

b. Record kept X

c. —

11-20

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment New England Cafeteria - Muskogee

Worker 2 Race Col. Occupation Fruit Cooks Pastry Cooks

HOURS 1 hr off for lunch 5.30

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 2 On duty	MEALS 2 Off duty	TOTAL HOURS
Sunday																												
Monday																											✓	8½
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 51

Worker 6 Race Col Occupation Cook & Dish washers

1 hr off for lunch. HOURS 9.30 7.30

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS 2 On duty	MEALS 2 Off duty	TOTAL HOURS
Sunday																											✓	
Monday																												9
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 54

Worker 4 Race White Occupation Counter

HOURS 8.45 1.45 7.30

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS ~~1~~ 2 On duty	MEALS ~~1~~ 2 Off duty	TOTAL HOURS
Sunday																												
Monday																											✓	7½
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 45

Date 6-27-24 Agent ~~White~~ Benham

(324)

11-22

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Oxford Hotel Address Grand & Maple Enid Okla.
Person interviewed Manning
2. Product Position Mgr.
3. Number employed: Exclusive of Dining & Kitchen

Day

	W.	C.		W.	C.	Total		
Men	5	8	Boys	X	X	13	31	18
Women	6	4	Girls			14	17	3
Total	11	12	Total			27	48	21

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

Dining + Kit

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday " ____ " ____ " " ____ " " ____ " ____
Shifts " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____
Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday " ____ " ____ " " ____ " " ____ " ____
Shifts " ____ " ____ " " ____ " " ____ " ____
Regular weekly number of days ____ Total weekly hours ____
Shifts weekly number of periods ____ Total shifts weekly hours ____

Shift Attached

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen Mgr & Housekeeper
Records kept X

7. Subcontract shop X Home work given out X

Date May 29, 1924 Agent Benham

(322)

11-22

Oxford Hotel

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓

Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
wood 1	Inside 1st to 6th	X	✓	✓	✓	✓	✓	X	X	✓	✓	—
wood 1	Inside 1st to base	X	X	—	✓	✓	X	—	X	X	✓	✓	—
	Elevator for Housekeeper or Tel. Op.											

Workrooms. Number 8 ~~Fan Rooms~~ + Guest rooms.

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Linen A base		(1) Carpet	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
	(1) rug on floor																
	Guest Rooms																
Lobby Tel op. B		tile	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X
Elevator C		lin.	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	X

Notes

14. Clnged: by girls X men X jant. ✓ janitress X other X no resp. X

Daily, did not check details

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.

A no windows inside room. ~~2 do~~

B. ~~4 exp~~ windows 2 sides

C.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A 2 drop, unshaded, above eye level

B. semi-indirect, ceiling

C semi, indirect ceiling

17 - 18: Glare or reflection: describe X

19. Heating system Steam Radiators

Oxford Hotel

11-22

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Ceiling fans, Lobby Buzz fan, linen room also screened opening into corridor where ~~loc.~~ there was a good circulation of air

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X

Sanitation:
22. Drinking facilities, loc. off lobby, top of base stairs Conv. ✓ not for linen room, must walk some distance & go up stairs
Bblr. ✓ San X Tank X Cooler ✓ Faucet X Other X
Cup, common — Individual — Kind —
For maids water available in all guest rooms, or toilets.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
2nd	Toilet 1 porc. bowl - 1	✓	✓	✓	X	X	X				~~None~~ 1 TW
	Same on each floor available to maids										

24. Toilets: Kind Plumb Sep. X If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Same facilities on each floor available to maids																

See Sheet Part Sheet

Total no. seats 6 No. wmn. per seat
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. d Wrk. hrs. ✓ Scrub reg. ✓ Freq. d Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Prov. Kind
Loc. Equip.o.k. Cln. Lt.Nat. Art. Vent.o.k.
Prov. hot food, drink only Cooking convncs Supr. If none

Ashford Hotel

11-22

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with (1) Prov. Loc. Equip. o.k.
Cln. Lgt. nat. X Art. Vent. o.k. Supr. If none
For maids & House keeper Small closet one on each floor above ground floor.

27. Cloakroom, combined with X Prov. ✓ Loc. off hall Conv. ✓ Lkr. X
Shlv. X hngr. X Wl. hk ✓ Seats X Cln. ✓ Lgt. nat. X Art. ✓
Vent. o.k. X Supr. X If none ✓ lkr. X shlv. ✓ hngr. X Wl. hk X

28. Health Service: In check room, cle. & tel op. 1st floor. | Lay wraps on shelf or table
Hosp. X Chg. of — Dr. reg. X On call ✓ 1st aid ✓
Chg. of N. R. Med. exam X Health rec. X Acc. rec. ✓ if comp.
Comp. ✓ In Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Tel. op	B	X	✓	X	X	X	X	—					
Linen	B or J	X	✓	X	X	X	X	—					
Stand													
~~House Kpr~~ maids	none	—	—	~~X~~	~~X~~	X	X	—					
Sit or stand													
Elevator op.	E	X	✓	X	✓	X	X	—					

Describe: Opportunity to sit, etc. —

(1) Rest facilities near Elevator 2nd floor are a few easy chairs available for Elevator op. ~~of~~ or tel op. House keeper stated that when she was not busy afternoons she would sit in some unoccupied guest rooms. Chairs in guest rooms available to maids.

11-22 ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Oxford Hotel Person interviewed R. E. McEachin Asst. Mgr
Address Grand & Maple, E side Okla. Agent Benham Date May 29, 1924
2. Type of restaurant Cafe. Table Service
3. Hours open for business:
Daily 6-11, 12-2, 6-8 Sunday 6-11, 12-2-6-8 Extra X

4. No. of men	wh 1	col 17	boys		Total 18
" women	2	1	girls	X	3
Total	3	18			21

5. Location of building Business Section

6. Workroom conditions:
a. General description of use of floors 1st Floor Dinnigroom, Kitchen Cashier only woman in Dinnigroom

b. General impression of workrooms A Dining Room tyle floor, walls & ceiling dark finish, clean B. Kitchen cement floor, walls & ceiling Clean & light Women in kitchen, work each in a separate space, not partitioned from Kitchen but separated by equipment B Food Pantry, C Glass Pantry

c. Cleaning: Porters sweep 3x day, scrub 3x ~~week~~ D

d. Heating Steam radiators dining room, Heat of ranges Kitchen

e. Lighting A. Ceiling semi-indirect also wall lights, shaded windows 2 sides, large double sash, curtains B. 2 large double sash windows 1 side, unshaded elec. above eye level, C. Some distance from any windows & light cut off by equipment, art. always needed, unshaded, elec. above eye level.

f. Ventilation A. 1 use paddle fans. ~~Kitchen, no exit~~ B. O.K. because close to windows C. opt to be but because shut off from windows & near to stoves. There is outlet in ceiling over this pantry & small buzz fan.
Hoods over stoves

(323)

Oxford Hotel

11-22

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Pantry	Make Salads - Serve food
Glass Pantry	Wash glasses & silver
Cashier	Receive money & make change Dining room

Note Cashier is wife of Asst Mgr & lives in Hotel having all facilities open to guests

8. Sanitation: For Pantry workers.

a. Drinking facilities Faucets & glasses always available

b. Washing facilities Sinks in each pantry

Hot water ✓ Soap ✓ Towels ✓ 2nd. & daily -

c. Toilets: 1. Location 2nd floor used by pub. both men & women.

2. Ventilation Have door only. No windows

3. Lighting: Daylight X Artificial ✓

4. Screened from workroom ✓

5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat Clean - cleaned daily Details not checked on. Plumb, ordinary seat

Accommodation for Kitchen workers - halls, pass thru & stairs to chmb, & women may use elevator also tel. Op.

6. No. of seats 1 No. of seats per woman

used by elevator & tel. girls, office force,

d. Uniforms: Supplied X required X laundering ✓

any kind of apron. (white)

9. Service and welfare facilities for Pantry workers

a. Lunchroom Each woman eats in her own pantry

b. Restroom X Chairs in food pantry. Wood stool in Glass Pantry.

c. Cloakroom and locker facilities none. Girls come dressed for work leave aprons or wraps each in own pantry

d. Health service: Medical examination X Health record X

first aid equipment Turpentine & Antiseptics Dr. on call.

e. Other welfare equipment Pumps - Ins. Co

10. Employment management: a. Hiring and discharge centralized Asst Mgr for Dining & Kitchen force

Other

b. Record kept X

c. —

11-22 · 1

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Oxford Hotel Dining Room & Kitchen

Worker Mrs. M. A. White Race White Occupation Pantry

Usually has 2 or 3 days off per mo. but not always certain of this

HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M; 7.30, 1.30, 5.30)

	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday			7½
Monday		✓	"
Tuesday			"
Wednesday			"
Thursday			"
Friday			"
Saturday			"

outside work hours

Total Weekly 52½

Worker Beulah Robinson Race Colored Occupation Wash Glass & Silver

HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)

	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday			6½
Monday		✓	"
Tuesday			"
Wednesday			"
Thursday			"
Friday			"
Saturday			"

outside work hours

Total Weekly 45½

Worker Mrs. R. E. McEachin Race White Occupation Cashier

HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)

	MEALS 3 On duty	MEALS 3 Off duty	TOTAL HOURS
Sunday			7
Monday			"
Tuesday	✓		"
Wednesday			"
Thursday			"
Friday			"
Saturday			"

Total Weekly 49

Date May 29, 1924 Agent Benham

(324)

11-22 2.

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Oxford Hotel

Worker Mrs. France Margaret McKay Race White Occupation House Keeper.

HOURS 1 hr off for lunch. 7.45 to 8 See note on back. (1)

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly N.R.

Worker 1 Mrs May Mahler Race White Occupation Linen Room

HOURS 1 hr off for lunch

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												8
Monday																												8
Tuesday																												8
Wednesday																												8
Thursday																												8
Friday																												8
Saturday																												8

Total Weekly 56

Worker 8 Race Colored Occupation Maids

HOURS 1 hr. off for lunch except Sun.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												8
Monday																												8
Tuesday																												8
Wednesday																												8
Thursday																												8
Friday																												8
Saturday																												8

Total Weekly 50 41

Date May 29, 1924 Agent Benham

(324)

11-22

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Oxford Hotel

Worker 2. Race White Occupation Tel. Ops.

HOURS

Alternate with each other. No special rest periods may be relieved if necessary by desk clerk.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	M	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																													9
Monday																													9
Tuesday																													9
Wednesday																													9
Thursday																													9
Friday																													9
Saturday																													9

Total Weekly 54

Worker 2. Race White Occupation Elevator Ops.

HOURS

Alternate with each other.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10.30	11	12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												9½
Monday																												9½
Tuesday																												9½
Wednesday																												9½
Thursday																												9½
Friday																												9½
Saturday																												9½

No special rest periods. May be relieved if necessary by porter or bell boy.

Total Weekly 57

Worker Race Occupation

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	M	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																													
Monday																													
Tuesday																													
Wednesday																													
Thursday																													
Friday																													
Saturday																													

Total Weekly

Date May 29, 1924 Agent Benham

(324)

11-23 ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.
2 time sheets

1. Firm name Parkerson Coffee Shop. Person interviewed Mr. Wordie Jabard owner
Address Okmulgee Agent H.M.H. Date 6/6/24
2. Type of restaurant Coffee shop - south service kitchen
3. Hours open for business:
Daily 24 hrs Sunday 24 hrs Extra X

	wh	col		Total
4. No. of men	1	14	boys	15
" women	5	X	girls	5 ✓
Total	6	14		20

5. Location of building In business section.

6. Workroom conditions:
a. General description of use of floors 1st fl. coffee shop with tables and counters - Kitchen no women. → short order store. Banquet room (old dining room) used only for banquets - men waiters.

b. General impression of workrooms Coffee shop - where tables are, floor is wood - ceil rather low. other part: concr. floor, ceil. high. It is alcove room.

c. Cleaning Porter sweeps several times per day. scrubs every night.

d. Heating gas radiators near wall. heat from cooking stove in room

e. Lighting Narrow store front windows. sash wind back. transom windows along one side of room where tables are located, and across other part of room.

f. Ventilation paddle fans & oscillating fans. hood over stove with exhaust fan. Exhaust fan in small rear store. (short order store in dining room)

Parkerson Coffee Shop + Parkerson Hotel are run separately, but use same toilet room for workers of both places

(323)

Parkerson Coffee shop.

11-23

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:
waitress | set up & clear tables, wait on customers at tables and at counters.

8. Sanitation:
a. Drinking facilities Same as patrons

b. Washing facilities wash bowl in hotel bath room - But use faucets in kitchen ~~if they~~ usually.
Hot water ✓ Soap ✓ Towels napkins SW

c. Toilets: 1. Location On 2nd ~~1st~~ floor of hotel ~~[illegible]~~ This is also used by 2nd ~~1st~~ fl. Hotel guests.
2. Ventilation very good large windows
3. Lighting: Daylight ✓ Artificial ✓
4. Screened from workroom ✓
5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat Place is clean. cleaned by hotel maids daily
reg wooden toilet seat - plumbing.
This is in a regular hotel bath room.
6. No. of seats 2 No. of seats per woman

All toilets asked. 24

d. Uniforms: Supplied X required white aprons head bands laundering X

9. Service and welfare facilities
a. Lunchroom eat at counters or tables

b. Restroom X

c. Cloakroom and locker facilities Hang coats behind a screen in large hotel dining room which is closed except occasionally for banquets. Have a coat rack

d. Health service: Medical examination X Health record X
first aid equipment X
e. Other welfare equipment X
All help in the Coffeeshop is covered by the general insurance carried by the Parkerson Hotel

10. Employment management: a. Hiring and discharge centralized owners
Other X
b. Record kept X
c. —

Parkinson Hotel
and
Parkinson Coffee Shop.
are under
2 different managements

11-23

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Parkinson Coffee shop

Worker Lee Cox Race White Occupation waitress

HOURS

about 1 hr. per day off for meals.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										3		7
Monday																										3		
Tuesday																										3		
Wednesday																										3		
Thursday																										3		
Friday																										3		
Saturday																										3		

Total Weekly 49

Worker Nera Walker Race White Occupation wait

HOURS

allowed 3 meals - possibly takes only 2.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										3		8
Monday																										3		
Tuesday																										3		
Wednesday																										3		
Thursday																										3		
Friday																										3		
Saturday																										3		

Total Weekly 38

Worker Lillian Gibbons Race White Occupation Wait

HOURS

about 1 hrs per day

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																											3	6½
Monday																											3	6½
Tuesday																											3	6½
Wednesday																											3	6½
Thursday																											3	6½
Friday																											3	6½
Saturday																											3	6½

Total Weekly 45½

Date 6/ 24 Agent H.M.H.

(324)

11-23

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Parkinson Coffee Shop

Worker Alice Wright Race White Occupation Wait

	HOURS	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday			3	6½
Monday			3	6½
Tuesday			3	6½
Wednesday			3	6½
Thursday			3	6½
Friday			3	6½
Saturday			3	6½
			Total Weekly	45½

Worker Mrs Bonnie Bussesee Race White Occupation Wait.

	HOURS	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday		1	2	7
Monday		1	2	"
Tuesday		1	2	"
Wednesday		1	2	"
Thursday		1	2	"
Friday		1	2	"
Saturday		1	2	"
			Total Weekly	49

Worker _____ Race _____ Occupation _____

	HOURS	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	

Date 6/6/24 Agent H. M. H.

(324)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Kingkade Hotel Person interviewed H. G. Stewart Mgr.
Address Oklahoma City, Okla. Agent Benham Date June 7, 1924
2. Type of restaurant Lunch Room Counter & Tables, Passing room, Table service
3. Hours open for business:
Daily Dining 6.45-9, 11.45-2, 5.45-8 Sunday Same Extra X
Lunch - Continuously
4. No. of men Cal 23 | Cal 24 boys Total 47
" women 21 | 24 | 24 girls X 49 45
Total 48 | 48 96
5. Location of building Business Section

6. Workroom conditions:

a. General description of use of floors 1st Kitchen - No women in Kitchen & Dining Room. B Lunch Room. Lunch room is one side of lobby & separated from it only by Switchboard, Tel. booths & Cigar counter.

b. General impression of workrooms A. tile floor, walls & ceiling light & clean. B. Tile floor. Walls & ceiling light & clean.

c. Cleaning Chased ~~[illegible]~~ daily by porters. High standard

d. Heating Steam radiators

e. Lighting A. Large windows 1 side, curtains. Small skylight accross end opposite windows. B. Large windows 2 sides. No curtains necessary A & B. Gas. Semi-indirect ceiling

f. Ventilation Large paddle fans. Apparently O.K. Hood over stove back of counter is lined round.

(323)

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

11-24

1. Name of ~~factory~~ Parkinson Hotel Address Okmulgee
Person interviewed Mr. Earl Hammond
2. Product Hotel. Position Manager

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	1	9	Boys			10
Women	3	7	Girls			10
Total	4	16	Total			20

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

Yellow sheets

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal ____

6. Employment Policy:
Employment manager X Or centralized method Mgr. Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 6/6/24 Agent H.M.H.

(322)

Parkinson Hotel

11-24

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓

Indirect ✓ Cl. ✓ Nat.lt.o.k. ✓ some ✗ Art.prov. ✓ Other ✗

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
cem 1	inside 1st fl - 5th	✗	✓ ✓	✓ ✓	✓ ✓	✗	✗	✓	✓	✗
cem 1	inside 1st fl - 5th	✗	✓ ✓	✓ ✓	✓ ✓	✗	✗	✓	✓	✗

Workrooms. Number _____

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
tel girls 1st fl A	Tile	✓	✓	✗	–	✗	✗	–	✓	✓	✓	–	✓	✓	✓	✗
4th fl. B.	carpet	✓	✓	✗	–	✗	✗	–	✓	✓	✓	–	✓	✓	✓	✗
(no regular linen room. Housekeeper has machine in hall).																

Notes tel. girls work in office in lobby.

14. Clnged:by girls ✗ men ✗ jant. ✗ janitress ✗ other porter no resp. ✗

Daily, sw + scrub – as often as nec.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. A - large peaglass wind 2 sides. B. large sash wind from stair landings above & below.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. gen elec. lt. Cil. df. lts. B. gen elec. cil. df. lt.

17 - 18: Glare or reflection: describe ✗

19. Heating system steam radiators

Parkinson Hotel. 11-24

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind in Lobby, fans - paddle & oscillating
Loc. from ceil + on side walls.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X

Sanitation:
22. Drinking facilities, loc (A) tel. girls (2) mdr. ils Conv (A) 1st fl. (2) wherever working
Bblr. X San — Tank (A) ✓ Cooler X Faucet (2) ✓ Other X
Cup, common X Individual ✓ Kind (A) glass (2) used glasses in rooms probably.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st fl A	Pub in toilet rooms (wash bowl, tub) 2	(1) ✓	✓	✓	✓	✓	✓	✓	X	X	when nec. girls keep own at desks. 3W
	(1) up 1 flight of stairs.										
B Col. maids 4th fl.	Housekeeper has own bath room next her room in toilet rooms (wash bowl, tub) 2	✓	✓	✓	✓	✓	✓	✓	X	X	when nec. girls from regular hotel supply. 7W

24. Toilets: Kind flush Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

	No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
white + Pub + 5 waitresses 1st fl A	(2) 1	1	tile	off hall	(1) ✓	✓	✓	✓	X	✓	✓	✓	X	✓	✓	✓	✓
white + Pub	(3) 1	1	tile	off hall	(1) ✓	✓	✓	✓	X	✓	✓	X	X	✓	X	✓	✓
col. maids 4th fl	(2) 1	1	tile	off hall	(4) ✓	✓	✓	✓	X	✓	✓	✓	X	✓	✓	✓	✓

(1) go up 1 flight of stairs - 1
(2) Regular bath room
(3) just 1 seat in small compartment - next to other toilet room.
(4) must go up or down stairway.

Total no. seats wh. 2 No. wmn. per seat (A) Pub + 5 waitresses
Clng. by girls X Men X Jant. X Janitress X Other Maids No. resp X
Swept reg. ✓ Freq. 1 c D Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 c D Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with _____ Prov. _____ Kind _____
Loc. _____ Equip.o.k. _____ Cln. _____ Lt.Nat. _____ Art. _____ Vent.o.k. _____
Prov. hot food, drink only _____ Cooking convncs _____ Supr. _____ If none _____

Coffeeshop in bldg. can ~~serve~~ meals or hot coffee.

Parkinson Hotel

11-24

Public restroom on 2nd floor - tel. ops. can use if they wish

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with ___ Prov. — Loc. — Equip. o.k. — Cln. — Lgt.nat. X Art. — Vent.o.k. — Supr. — If none ___

if ill are taken into one of hotel rooms.

27. Cloakroom, combined with Col. Maids X Prov. ✓ Loc. 4th fl. Conv. wash room Lkr. X Shlv. ✓ hngr. X Wl.hk ✓ Seats X Cln. ✓ Lgt.nat. X Art. ✓ Vent.o.k. X Supr. X If none A. ✓ lkr. X shlv. X hngr. X Wl. hk ✓ near desk.

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call ✓ 1st aid X
Chg.of — Med.exam X Health rec. X Acc.rec. ✓ if any.
Comp. under comp. act. Also separate liability ins. covers all empl., empl in Coffee shop + all guests.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit tel ops.	M.(1)	✓	✓	X	X	X	X	X	—	—	—	—	—
Stand Maids	X	—	—	—	—	X	✓	✓	X	X	X	X aprons	aprons + caps
Sit or stand Housekeeper	K.	X	✓	X	X	X	X	—	—	—	—	—	aprons

Describe: Opportunity to sit, etc. (1) Reg. Office chair leather cushion. Housekeeper sits when sewing - mending linen.

11-24

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Parkinson Hotel

Worker Miss Dawson. Race White Occupation Tel. oper

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday									8:30				12:30															4½
Monday																				7:30				11:45				9¼
Tuesday														1:30					6:30									6
Wednesday																				7:30				11:45				9¼
Thursday														1:30					6:30									6
Friday																				7:30				11:45				9¼
Saturday														1:30					6:30									6

Total Weekly 57

7 5/8

Worker Miss Hazel Burton Race White Occupation oper.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday														1:30					6:30									6
Monday														1:30					6:30									6
Tuesday									8:30				12:30											11:45				9¼
Wednesday														1:30					6:30									6
Thursday									8:30				12:30							7:30				11:45				9¼
Friday														1:30					6:30									6
Saturday									8:30				12:30							7:30				11:45				9¼

The girls change off the Sunday hours to suit themselves.

Total Weekly 57

Worker Race Occupation

HOURS

4½
2/10½
5¼ Sunday

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly

Date 6/6/24 Agent H. M. H

(324)

11-24

U. S. Department of Labor
WOMEN'S BUREAU

Hours

Establishment Parkinson Hotel.

Worker Mrs Farley Race White Occupation housekeeper

no regular hours. Lives right in hotel. on call.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

N R

Total Weekly N R

Worker 6 1 8 maids Race Col Col Occupation Cook maid

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				5½
Monday				7½
Tuesday				7½
Wednesday				7½
Thursday				7½
Friday				7½
Saturday				7½

~~about 10 wk~~. one maid stays from 8 a.m - 7 P.M. each day. each taking her turn for meals. about 10. week. She takes 2 hrs. off that day.

Total Weekly 50½

Worker Race Occupation

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

Total Weekly

Date Agent

(324)

11-29

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Hotel Tulsa Address 3d & Cincinnati, Tulsa, Okla.
Person interviewed H. P. Kelchner
2. Product Housekeeping dept. & Tel. Position Pres.
No women in dining room or kitchen
3. Number employed:

~~Day~~ Total

	W.	C.		W.	C.	Total
Men	42	54	Boys	X	X	~~18~~
Women	~~31~~ 29	27	Girls			~~38~~ 36
Total	73	~~81~~ 83	Total			~~166~~ 154

~~Night~~

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

23 col maids, 1 Inspector, 1 Linen room, 1 seamstress

Daily: Begin 8 End 4 Lunch period 1 hr Rest period X Total 7
~~Saturday~~ Sun " 8 " 2 " " X " " X " 6
Shifts " " " " " " " " " "
Regular weekly number of days ~~6~~ 7 Total weekly hours 48
Shifts weekly number of periods — Total shifts weekly hours —
1 Night Inspr - Time worked N R

4 col maids, 1 Inspector, 1 Linen room

Daily: Begin 4 End 11 Lunch period Rest period Total
~~Saturday~~ Sun " 4 " 11 " " " " " " "
Shifts " — " — " " — " " — " —
Regular weekly number of days Total weekly hours
Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen Heads of Depts
Records kept X

7. Subcontract shop X Home work given out X

Date June 13, 1924 Agent Beecham

(322)

11-29

FACTORY SCHEDULE, Sheet 2.

Hotel Tulsa

Halls: ✓ to guest chambers.

	Indirect	Cl.	Nat.lt.o.k.	Art.prov.	Other
Linen room	✓	X	X	✓	—

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
tou marble	main 1st to 5th	X	✓ X	✓	✓ ✓	✓	X	X	✓	✓ —
marble & Concrete	Quick 1st to 10th	X	✓ X	✓	✓ ✓	✓	X	X	✓	✓ —
wood	Quick 4 steps up to tel from	X	✓ X	✓	✓ X	X	✓	X	✓	✓ —
	Maids may only use freight elevator									
	White girls any elevator									

Workrooms. Number 2

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Linen A Base 1st		cem	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	+
Tel. Room B		tile	✓	✓	—	—	X	X	—	✓	✓	✓	—	✓	✓	✓	+

Notes

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. X
swept & scrubbed daily.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.

A. Sky (in sidewalk)
B. Colored glass windows one side between Tel Room & Lobby give diffused light not adequate No windows Linen + Tel

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)

A. 2 dfs unshaded.
B. 2 dfs. above eye level, unshaded but frosted bulb.

17 - 18: Glare or reflection: describe ✓ likely from unshaded drop lights in linen
women work here till 11 P.M

19. Heating system Steam heat.

Tulsa

11-29

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. X Art. ✓ Kind Buzz fan in linen also small vent. ~~Buzz fan in Tel room & transom~~ Loc. open between tel rm. & lobby

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ~~Other~~ Linen room hot & stuffy. Tel room apt to be hot. Not sufficient circulation in either room

Sanitation:
22. Drinking facilities, loc. Lobby corridor outside linen room Conv. ✓
Bblr. X San — Tank ✓ Cooler X Faucet X Other X
Cup, common ✓ Individual X Kind glass

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
A (1)	toilet 1 pors. bowl 1	✓(2)	✓	✓	✓	✓	✓	✓	X	X	as needed
(1) 2nd to 9th one on each floor - Regular Bath rooms. All white girls may use any they choose. usually use 2nd. (2) may use elevator from base.											
B ~~Reg~~	toilet 1 pors. bowl - 1	X(3)	✓	✓	✓	✓	✓	X	✓	X	constant
— Not a bath room — used by women pub. (3) some distance to walk even to reach elevator											
Col 10th	toilet 1 pors. bowl - 1	X	✓	✓	✓	X	X		may use towels from supply but none in this room,		
not used by public											

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement ✓
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

	No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
wh + Pub. 2nd to 9th	one on each floor	1	tile	Hall	✓	✓	✓	✓	X	✓	✓	X	X	✓	X	✓	✓
				Regular bath rooms.													
wh + off + pub.	reg.	1	tile	Hall	X	✓	✓	✓	X	✓	✓	✓	X	—	✓	✓	✓
Col	10th	1	tile	Hall	X	✓	X	✓	X	✓	✓	X	X	X	X	✓	✓
				Regular bath room.													

Total no. seats wh 10 col 1 No. wmn. per seat
Clng. by girls X Men X Jant. X Janitress X Other Hall porters & maids No. resp X
Swept reg. ✓ Freq. d Wrk. hrs. ✓ Scrub reg. ✓ Freq. d Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Prov. Kind
Loc. Equip.o.k. Cln. Lt.Nat. Art. Vent.o.k.
Prov. hot food, drink only Cooking convncs Supr. If none Col in cloak
Inspectors at between - Tel. girls Tel. room out outside

Tulsa

11-29

FACTORY SCHEDULE, Sheet 4.

Restroom, X comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Ln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none No provision except easy chair & rest Tel. room for operators
Colored Maids

27. Cloakroom, combined with X Prov. ✓ Loc. base Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl. hk X Seats benches Cln. ✓ Lgt. nat. ✓ (1) Art. ✓
Vent. o.k. X Supr. House keeper If none Linen lkr. X shlv. ✓ hngr. X Wl. hk ✓
(1) Skylight in sidewalk room (white women House keeping dept) (3)

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call ✓ 1st aid ✓
Chg. of Housekeeper Med. exam X Health rec. X Acc. rec. ✓ if comp.
Comp. ✓ Self Insured

29. Other welfare: 1 wk vac. with pay after 1 yrs service.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Tel. Op.	M(1)	✓	✓	✓ (2)	✓	X	X	X					
Seamstress	B	X	✓	X	X								
Stand													
Inspect Maids	none					X	✓	✓	X	✓	X	white aprons	
Sit or stand													
Linen room	B	X	✓	X	X								

Describe: Opportunity to sit, etc. Inspectors or Maids may sit in guest rooms when a work of time this seldom time.

M(1) usual for tel. (2) part of chair, usual for tel.

(3) Tel. girls wall hooks in Op. room.

11-29

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Tulsa Hotel

Worker Grace Bowles / Eva Carby Race White Occupation chief opr / Tel opr

30 min off each trick.

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				9
Monday				5 1/2
Tuesday				9
Wednesday				5 1/2
Thursday				9
Friday				5 1/2
Saturday				9
			Total Weekly	50 3/4

7 1/4 / 4 / 3 1/4 / 5 1/2 / 9 / 5 1/2 / 5 1/2 / 7 1/4 / 9 / 5 1/2 / 9 / 5 1/2 / 9 / 5 1/2 / 9

Av. per wk

Worker Mae Baker Race White Occupation Tel opr.

Alternate

30 min off each trick

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	50 3/4

Av. per wk

Worker Mamie Jones Race White Occupation Tel. opr.

~~X~~ 30 min off each ~~trick~~ night

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 M 12)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				7 1/2
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	52 1/2

Date June. Agent Benham

(324)

11-29

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Hotel Tulsa

Worker Joan Emerson Race White Occupation Tel Op.

30 min off each trick

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												7
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 49

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Worker _____ Race _____ Occupation _____

	HOURS																									MEALS		TOTAL HOURS
	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	On duty	Off duty	
Sunday																												
Monday																												
Tuesday																												
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly _____

Date _____ Agent _____

(324)

11-32

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Wells Hotel Address 5th & Cincinnati St. Tulsa.
Person interviewed Mr. T. T. Wells.

2. Product _____ Position _____

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	X	8	Boys			8
Women	3	10 9	Girls			13 12
Total	3	18	Total			21

Night

	W.	C.		W.	C.	Total
Men	X	1	Boys			1
Women	X	X	Girls			X
Total	X	1	Total			1

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen Mgr. Housekeeper.
Records kept X

7. Subcontract shop X Home work given out X

Date 6/18/24 Agent H. M. H.

(322)

Open only since Nov 1923.

lls Hotel

11-32

FACTORY SCHEDULE, Sheet 2.

8. Halls: ✓

Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other ^

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
marble base - 2nd fl. cem others.	base - 7th fl.	X	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	X

Workrooms. Number 2

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Linen rm 3rd fl A		cem	✓	✓	X	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X
tel oper 1st fl. B		carpt	✓	✓	X	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X
			tel oper. in			office in lobby.											

Notes

14. Clnged: by girls X men X jant. X janitress X other ~~maids~~ resp. X

maids clean linen room start 10 wk. halls etc cleaned by men. at it continually.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc.

A. large double sash wind. N side curtains

B. large open lobby - large plate glass wind 2 sides small wind 1 side.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. ceil lt. df. refl. white

B. ... " frosted globes.

17 - 18: Glare or reflection: describe X

19. Heating system steam radiators.

11-32

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. ✓ Kind A. Revolving fans. B. Paddle fans + revolving fans.
Loc. A on ceiling. B. from ceil.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✓
Other ✗

Sanitation:
22. Drinking facilities, loc. (for maids & housekeeper) ✗ in linen Room / on laundry floor tel oper. Conv. maids must go up or down.
Bblr. ✗ San ~ Tank ✓ Cooler ✗ Faucet ✗ Other ✗
Cup, common ✗ Individual ✓ Kind paper.

23. Washing facilities — If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels: Fur.	Ind	Paper	Common	Often
(1) 7.	in change rooms. 1 deep sink 1.	✓	✓	✓	✓	✓	no special ones furnished but can take from linen supply.				
housekeeper 1	in linen room 1 white bowl 1	✓	✓	✓	✓	✓	Have them right there over sinks.				
	One on each floor. used for cleaning purposes, but maids can wash under the faucets!										
(2)	Tel operators do not have special place but go up to any empty room (vacant room) & use the bath room. They are right at keyboard so they know which are empty.										

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1 (Col)	6th fl.	1	cem	tiled	✓	✗	✓	✓	✗	✓	✓	✗	✗	✓	✗	✓	✓
A. Col.	3rd fl	1	cem	tiled	✓	✗	✓	✓	✗	✓	✓	✗	✗	✓	✗	✓	✓
	conv. for maid on 6th fl - others must go up or down stairs																
B.	See note (2) above for wash facilities.																

Total no. seats ____ No. wmn. per seat ____
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other wards No. resp ✓
Swept reg. ✓ Freq. 1c D Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1c D Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with ✗ Prov. ____ Kind ____
Loc. ____ Equip.o.k. ____ Cln. ____ Lt.Nat. ____ Art. ____ Vent.o.k. ____
Prov. hot food, drink only ✗ Cooking convncs ____ Supr. ____ If none Have a rough table + bench in basement room used for storage etc.

Hotel

11-32

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with X Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. X Art. _____ Vent. o.k. _____ Supr. _____ If none comfortable chairs in lobby, but doubtful whether tel. girls ever use them.

27. Cloakroom, combined with X Prov. ✓ Loc. one on each of 7 floors Conv. ✓ Lkr. X
Shlv. ✓ hngr. X Wl. hk ✓ Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —
there are their regular change rooms

28. Health Service:
Hosp. X Chg. of — Dr. reg. X On call ✓ 1st aid X
Chg. of — Med. exam X Health rec. X Acc. rec. if any.
Comp. Comp. Act. Ins. Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit Sew (housekeeper)	(1) ✓	X	✓	X	X	X	X	X	—	—	—	—	—
tel oper.	(2) M.	X	✓	(3) ✓	✓	X	X	X		—	—	—	—
Stand maids	X	—	—	—	—	X	X	X	X	X	✓	—	white aprons.
Sit or stand													

Describe: Opportunity to sit, etc. (1) Housekeeper is sewing only part of time duties take her all over bldg at other times
(2) Reg. tel. chairs N (3) Reg. for tel chairs very abound.

Have linen shutes + trash shutes going to basement from each fl, so maids do not have to carry that around, makes work much easier

11-32

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Wells Hotel

Worker 9 Race Col Occupation Maids

HOURS — 1 hr. off for lunch each day

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

or can take lus time + get off that much earlier

Total Weekly 49

Worker Mrs. Gilbert Race White Occupation housekeeper

HOURS

Can take 1 hr for lunch each day, or take lus time + get off that much earlier

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												7
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 49

Worker 1. Race Col Occupation Maid

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												4½
Monday																												4½
Tuesday																												4½
Wednesday																												4½
Thursday																												4½
Friday																												4½
Saturday																												4½

Total Weekly 31½

Date 6/18/24 Agent H.T.H.

(324)

11-32

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Wells Hotel

Worker ~~Lolu Abbott~~ Race Wh Occupation tel oper

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	

Worker Jessie Bellew Race Wh Occupation tel. oper

alternate shifts every 2 weeks

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
	one hour off each day for lunch.			
Sunday				8-7 1/2
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	52 1/2

Worker Lola Abbott Race white Occupation tel oper

	HOURS (M 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 M)	MEALS On duty	MEALS Off duty	TOTAL HOURS
	one hr off each day for lunch.			
Sunday				7 1/2
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
			Total Weekly	52 1/2

Date 6/18/24 Agent H.M.H

(324)

11-36

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Seneca Hotel Address Mr. W. B. Watson
Person interviewed
2. Product Mackinaw Position
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women	16		Girls			16
Total			Total			

66

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " ____ " ____ " ____

Shifts " ____ " ____ " ____ " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " ____ " ____ " ____

Shifts " ____ " ____ " ____ " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal ____

6. Employment Policy:
Employment manager ____ Or centralized method ____ Foremen ____
Records kept ____

7. Subcontract shop ____ Home work given out ____

Date ____ Agent ____

all yellow hotel shift

all yellow time shift

all yellow

all hotel shift

(322)

Hotel

11 - 36

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✓ Cl. ✓ Nat.lt.o.k. X Art.prov. ✓ Other X

9. Stairway:

	No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
iron	1	inside back - 9th fl.	✓	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	X
		(This one in back for the employees to use.									
cem.	1	1st - 9th fl.	X	✓ ✓	✓ ✓	✓ ✓	X	X	✓	✓	X

Workrooms. Number 2 + guest rooms

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
tel.	A. lobby. 1st fl.	tile	✓	✓	X	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X
Linen room	B.	cem	✓	✓	X	–	X	X	–	✓	✓	✓	–	✓	✓	✓	X

Notes X

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. A. large plate glass wind 2 sides. cust. awning
B. Sash wind 2 sides - curtains

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) A. gen. elec. indir lt. indir adj. opaque lt. ½ shade.
B. gen. elec. clear ribbed glass bell shade.

17 - 18: Glare or reflection: describe X

19. Heating system steam - radiators along walls.

s Hotel

11-36

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✗ Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✗
Other —

Sanitation:
22. Drinking facilities, loc. (1) in cleaning rooms on each floor Conv. ✓
Bblr. ✗ San — Tank ✗ Cooler ✗ Faucet ✗ Other ✓ (1)
Cup, common ✗ Individual ✓ Kind glass.
(1) Elevator boys bring up to each floor a pitcher of ice water. In winter just drink at faucets - each fl.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
B.	in linen room wash bowl	✓	✓	✓	✓	✓	✓	✗	✗	roller ✓	daily - S.W.
A. + Pub	off rest rm. in toilet wash bowl	✓	✓	✓	✓	✓	✓	✓	✗	✗	small on a rod. cont. supply.

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
I Pub. A.	2 fl. 1	1	conf.		✓	✓	✓	✓	✗	✓	✓	✗	✗	✓	✗	✓	✓
(1) B. + maids	b	b	conf.		✓	✗	✓	✓	✗	✓	✓	✗	✗	✓	✗	✓	✓

(1) small toilet rooms on each floor - maids use. Workers from linen room generally use toilet on 3rd floor.

Total no. seats _____ No. wmn. per seat _____
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other Maids No. resp ✗
Swept reg. ✓ Freq. 1ce D Wrk. hrs. ✓ Scrub reg. ✓ Freq. 2 T 3 X per wk Work hrs. ✓

Service and Welfare
25. Lunchroom, combined with ✗ Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food ✗ drink only ✓ (1) Cooking convncs ✗ Supr. ✗ If none —
workers in linen room, eat in room. Maids eat on stairways. usually.
tel. girls go out for meals.
(1) Provided free for workers - hot coffee in winter time. Iced tea in summer.

11-36

...ing nice rest rooms on 2nd fl. for tel. guests
tel. girls can use. probably don't use much this.

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with X Prov. ✓ Loc. 2nd fl. Equip. o.k. ✓
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none ✓

27. (1) see below Cloakroom, combined with for maids X Prov. ✓ Loc. off hall near elev. of 9 floors. Conv. ✓ Lkr. X
Shlv. ✓ hngr. X Wl. hk ✓ Seats X Cln. ✓ Lgt. nat. X Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. Chg. of Dr. reg. On call 1st aid
Chg. of Med. exam Health rec. Acc. rec.
Comp.

29. Other welfare: all yellow sheets.

30. Occupations	Seats			Foot rest		Uniform							Misc. by girls
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	
Sit tel oper.	M. (1)	✓	✓	(2)	✓	X	X	X	—	—	—	—	—
Stand maids	X	—	—	—	—	X	✓	✓	X	X	✓	white aprons	
Sit or stand Linen room worker	N.R	—	✓	X	X	X	✓	X	—	—	—	—	—

Describe: Opportunity to sit, etc. (1) Reg tel. chairs (2) Ring around chairs.

27 - (1) tel girls keep coats behind shelves in the office where they work.

11-36

Department of Labor
WOMEN'S BUREAU
Washington

RESTAURANT SCHEDULE, Sheet 1.

1. Firm name Severs Hotel Person interviewed Mr. W. B. Natin Mgr.
Address Muskogee Okla. Agent H.M.H. Date 6/28/24
2. Type of restaurant Dining room with service kitchen
3. Hours open for business:
Daily 6-10.30, 12-2, 6-8.30 Sunday 8-11, 12-2, 6-8.30 Extra X

	wh	col			Total
4. No. of men	10	26	boys	X	36
" women	17	13	girls		30
Total					66

5. Location of building at edge of business district

6. Workroom conditions:
a. General description of use of floors 1st fl. dining room - composition floor. Service kitchen - cement floor with drain.

b. General impression of workrooms A. Dining room. large airy. bright room - attractive B. Kitchen Well arranged. well ventilated light and airy.

c. Cleaning Colored boys scrub clean several times per day in dining room. B. scrub at least 1x D. oftener if necessary.

d. Heating A. steam radiators along wall.
B. Heat of equipment.

e. Lighting A. gen. civil lt - bell shade - df. B. dp. unshaded gen. checked indir. dp. df. bell shade.
A. large windows 2 sides. curtains B. large sash wind 2 sides. Opposite gave very good light + air - curtains.

f. Ventilation A. large windows made room airy + oscillating wall fans B. windows opposite made a cross draft very good. Hotels or stores. large exhaust fans in walls.

(323)

Hotel

11-36

RESTAURANT SCHEDULE, Sheet 2.

7. Occupations - Describe general duties of various employees:

Housekeeper	charge of all cleaning - linen etc - oversee maids.
Asst in charge	Cashier bills, French - gen'l supplies.
Maids	clean guest rooms.
Parlor maid	clean Parlors - only part time work.
Hall man	keep Halls & stairways clean.

8. Sanitation:

a. Drinking facilities waitresses, Some cafeteria waitresses, cashier, pantry girl & silver girl

b. Washing facilities wash bowl in bath room.

Hot water ✓ Soap ✓ Towels ✓
Each has own towel. keep in own rooms.

c. Toilets: 1. Location 2nd fl.
2. Ventilation window
3. Lighting: Daylight ✓ Artificial ✓
4. Screened from workroom ✓
5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat a regular bath room with bath tub & toilet seat this is used by both men & women ~~who~~ kitchen help who live in the hotel. maids clean the toilet rooms. daily scrub every few days. regular flush toilet, wy. seat. very clean. sanitary O.K.
6. No. of seats 1 No. of seats per woman 3 + men

This is a regular cabin for the hotel employees.

d. Uniforms: waitresses Supplied X required ✓ laundering ✓
Hose aprons, head bands, ~~[illegible]~~

9. Service and welfare facilities

a. Lunchroom waitresses sit at tables in regular dining room & eat. Cashier eats at station. pantry girl & silver girl sit at table in kitchen - my table used only for the help to eat at.

b. Restroom Have own rooms

c. Cloakroom and locker facilities waitresses on rack at side of dining room. cashier, pantry & silver girl have own rooms in hotel on 2nd floor.

d. Health service: Medical examination X Health record X
first aid equipment X Reynolds Hotel doctor

e. Other welfare equipment under Group Ins. Co.
Housekeeper - vacation with pay.

10. Employment management: a. Hiring and discharge centralized X
Other heads of depts
b. Record kept X
c. —

11-36

...ers Hotel.

RESTAURANT SCHEDULE, Sheet 2.-a

7. Occupations - Describe general duties of various employees:

checker	checks all food on trays.
silver & dish wash.	washes silver & glass.
Pantry girl	prepares vegetables, helps with salads etc.
waitress	set up tables, wait on guests (Qualify carry trays)
head waitress	see that tables & room is in order & guests waited on.

8. Sanitation:

a. Drinking facilities

b. Washing facilities (1) housekeeper has own bath room. (lives in hotel). (2) Waitresses use public toilet - 2nd fl.

Hot water ✓ Soap ✓ Towels ✓ Waitress use napkins. G.W.

c. Toilets: 1. Location (1) 2nd fl. (2). 2nd fl.

2. Ventilation (1) ✓ windows. (2) artif vent.

3. Lighting: Daylight (1) ✓ (2) X Artificial (1) ✓ (2) ✓

4. Screened from workroom ✓ ✓

5. Describe - ventilation - cleanliness-cleaned when and by whom-type of toilet-type of seat (1) very clean, maids clean it when necessary, regular toilet seat reg. flush toilet, regular seat. tile floor. ventil O.K. (2) very clean maids clean daily, tile floors reg flush toilets reg seat ventil O.K.

6. No. of seats No. of seats per woman

d. Uniforms: Supplied X required ✓ laundering X

9. Service and welfare facilities

a. Lunchroom

b. Restroom

c. Cloakroom and locker facilities

d. Health service: Medical examination Health record

first aid equipment

e. Other welfare equipment

10. Employment management: a. Hiring and discharge centralized

Other

b. Record kept

c.

11-36

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Sears Holt

Worker 8 maids Race Col. Occupation maid.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												9½
Tuesday																											✓	"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 57

Worker 2 maids Race Col Occupation Hall maids

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday																												3
Monday																												7
Tuesday																											✓	"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 47

Worker 1 maid Race Col Occupation Parlor maid

Out part-time

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday																												1
Monday																												4½
Tuesday																											✓	"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												3½

Total Weekly 30

Date June 29-24 Agent H.M.H.

(324)

11-36 2

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Severs Hotel.

Worker Lucille Owen Race Col. Occupation night maid.

HOURS Eats when she has time. Isn't very busy usually.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																		5.30										3½
Monday																												
Tuesday																										✓	✗	
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 58½

Worker Gertrude Hostetter Race White Occupation telephone oper.

alternate.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												9
Monday																											✓	6
Tuesday																												9
Wednesday																												6
Thursday																												9
Friday																												6
Saturday																												9

2/4 7.30

Total Weekly 53½

Worker Gladys Brown Race White Occupation Tel.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS X On duty	MEALS X Off duty	TOTAL HOURS
Sunday																												6
Monday																												6
Tuesday																											✓	6
Wednesday																												6
Thursday																												6
Friday																												6
Saturday																												6

Total Weekly 32½

Date 6/29/24 Agent H. M. H.

(324)

OFFICE OF CITY CHEMIST

400 CITY HALL

FARMAN
ommissioner of Public Safety

C. E. CLIFFORD
City Chemist

Oklahoma City _____, 192__

Owner
Manager _____

Restaurant
Fountain _____ Location _____

		Score Per	Score all'd
REMARKS _____	Condition of Floors, Tables, Walls, Ceilings	10	____
	Light, Ventilation (2 3)	5	____
	Flies, and Insects, Absence or Including Screens	10	____
	Condition of Implements and Utensils for cooking; Serving (4 6)	10	____
	Condition of Condiment Containers	5	____
	Storage Facilities for Food Supplies	15	____
	Character of Food Supplies (Permit)	5	____
	Handling of Food Supplies (Preparation, Serving) (5 5)	10	____
	Health and Cleanliness of Employees (5 10)	15	____
Inspector _____	Toilet and Washing Facilities (2 3)	5	____
Approved by _____	Condition of Premises (Sidewalk, Street, Yard Alley (2 2 3 3)	10	____
City Chemist	TOTAL SCORE	100	____

For any particular bad condition, such as communicable disease among employees, or failure to obtain permit, score to be reduced still farther.

3

11-36

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Seneca Hotel

Worker Maggie Freer Race wh. Occupation wash silver.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11 .30	12	1	2	3	4	5	6	7	8	9 .30	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												8
Monday																												"
Tuesday																										✓		"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 56

Worker Mrs. Phillips Race wh. Occupation pantry.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11 .30	12	1	2	3	4	5	6	7	8	9 .30	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												"
Tuesday																										✓		"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 4

Worker Mrs Meacham. Race wh. Occupation tel. oper.

HOURS

sleeps. 2-5 a.m. Has a room in which to lie down.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	MEALS On duty	MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 42

Date 6/29/24 Agent H. M. H.

(324)

11-36 4

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Severs Hotel

Worker Mrs Jordan Race wh. Occupation Housekeeper.

no regular hours

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												
Monday																												
Tuesday																											✓	
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly N R

Worker Julia Rudcliffe Race col. Occupation linen room asst.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday																												4
Monday																												8
Tuesday																												8
Wednesday																												8
Thursday																												8
Friday																												8
Saturday																												4

Total Weekly 55

alternate

Worker Mary Swetland Race white Occupation linen room asst.

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	X MEALS On duty	X MEALS Off duty	TOTAL HOURS
Sunday																												4
Monday																												
Tuesday																												2
Wednesday																												
Thursday																												
Friday																												
Saturday																												

Total Weekly 55

Date June 29-24 Agent H.M.H.

(324)

11-36

Department of Labor
WOMEN'S BUREAU

Hours

Establishment Severs Hotel

Worker Della King Race White Occupation head waitress

HOURS one day comes in at 12 o'clock.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																										✓		"
Tuesday																												"
Wednesday																												"
Thursday																												"
Friday																												"
Saturday																												"

Total Weekly 42 2/2 40

Mae Swaney
Emma Johnson
3 Worker Barbara Johnson Race White Occupation waitress

HOURS Each gets 1 morning per wk comes in at 12. Take turns. staying until 8.30. 1 stays every 3rd night.

	M 12	1	2	3	4	5	6	.30 7	8	9	.30 10	11	12	1	2	3	4	5	6	7	8	.30 9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												7
Tuesday																										✓		7 1/2
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 44 1/2 44 1/2

Rosa Wood
2 Worker Jessie McAnally Race white Occupation waitress

HOURS Off 1 morning per wk. until 12 Take turns staying until 8.30. P.M.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												7
Tuesday																										✓		7 1/2
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 44 1/2

Date June 29 - 1924 Agent H. M. H.

(324)

11-36 6

...ment of Labor
...MEN'S BUREAU

Hours

Establishment Sovers Hotel

2 Worker Florence Prevost / Myrtle McAfee Race Wh. Occupation Waitress.

HOURS each has off 1 morning period until 12 o'clock. alternate staying until 10.30 a.m.

	M 12	1	2	3	4	5	6	7	8	9	10	.30 11	12	1	2	3	4	5	6	7	8	9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												6
Monday																												7
Tuesday																										✓		7½
Wednesday																												7
Thursday																												7½
Friday																												7
Saturday																												6½

Total Weekly 49½ 46½

Worker Lena Rush Race Wh. Occupation Waitress.

HOURS 1 morning per wk. off until 12.

	M 12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	.30 9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																												6½
Monday																										✓		7
Tuesday																												7½
Wednesday																												7½
Thursday																												7½
Friday																												7½
Saturday																												6½

Total Weekly

Worker Myrtle Hiland Race wh. Occupation checker

HOURS

	M 12	1	2	3	4	5	6	7	8	9	10	.30 11	12	1	2	3	4	5	6	7	8	.30 9	10	11	M 12	3 MEALS On duty	3 MEALS Off duty	TOTAL HOURS
Sunday																										✓		7
Monday																												7
Tuesday																												7
Wednesday																												7
Thursday																												7
Friday																												7
Saturday																												7

Total Weekly 54

Date June 29-24 Agent H. M. H.

(324)

Illinois

Electrical Appliances

9 Schedules

Illinois - Electrical Appliances

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago

1. Name of factory American Insulated Wire and Cable Co. Address 954 W. 81st St.
Person interviewed Mr. Flynn.
2. Product Heavy insulated wire & cable Position Supt.

3. Number employed:

	W.	C.		W.	C.	Total
Day						
Men	155	—	Boys	—	—	155
Women	50	16	Girls	—	—	66
Total	205	16	Total			221
Night						
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:30 End 5:30 Lunch period 30 min. Rest period x Total 9 1/2

Saturday " 7:30 " 12:00 " " x " " x " 4 1/2

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours 52

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Busy throughout year. Product taken by Bell & Western Electric

6. Employment Policy:
Employment manager x Or centralized method x Foremen ✓
Records kept x

7. Subcontract shop x Home work given out x

Date 4-14-'24 Agent Davis

(322)

America Insulating & Wire

4-1-C

FACTORY SCHEDULE, Sheet 2.

Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	in workroom	x	x	✓	✓	✓	✓	✓	✓	—

Workrooms. Number 4

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	x	-	1	x	x	1	✓	x	✓	1	✓	x	✓	x
1	"	✓	x	-	1	x	x	1	✓	x	✓	1	✓	x	✓	x
2	"	✓	x	-	2	x	x	2	✓	x	✓	2	✓	x	✓	x
2	"	✓	x	-	2	x	x	2	✓	x	✓	2	✓	x	✓	x

Notes The ceilings were so far from being clean, that it is doubtfull whether could still be classed as light.

14. Clnged:by girls x men x jant. x janitress x other ~~posts~~ no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Windows on 1 s. of room, on 2 sides 2 rooms, on 1 side another room, which also had sky light of monitor type. Plain glass sash windows. No shades. No women facing light.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General unshaded drop lights, not scientifically worked out in relation to the job.

17 - 18: Glare or reflection: describe Glare from artificial lighting. None from natural.

19. Heating system Pipeps around walls.

American Jewelry 4-1-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. x Art. x Kind —
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes lint from cotton thread
Other used in braiding. Machines & floor covered with lint. No provision for removal, except that vaccuum cleaner used at end of day.

Sanitation:
22. Drinking facilities, loc. in workroom Conv. ✓
Bblr. x San x Tank x Cooler x Faucet ✓ Other —
Cup, common x Individual ✓ Kind furnish own

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	enam. trough-6f.	✓	✓	✓	✓	x	x	—	—	—	
1	enam. basin	✓	✓	✓	✓	✓	x	—	—	—	

24. Toilets: Kind plb. Sep. ✓ If none, arrangement x
Flush, hand ✓ Auto seat x Repr ✓ Plb ✓ Cl. 25x 25✓ Paper ✓ Instrt. x

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
white	1	1	1	effective	✓	x	✓	✓	x	✓	✓	✓	x	—	✓	✓	✓
	1	1	2	"	✓	✓	x	✓	x	✓	✓	✓	x	—	✓	✓	✓
colored	1	1	2	"	✓	✓	x	✓	x	✓	✓	✓	x	—	✓	✓	x
	1	1	2	"	✓	✓	x	✓	x	✓	✓	✓	x	—	✓	✓	x

Total no. seats 4 No. wmn. per seat 16
Clng. by girls x Men x Jant. x Janitress x Other porter No. resp x
Swept reg. ✓ Freq. dly Wrk. hrs. x Scrub reg. x Freq. — Work hrs. x

Service and Welfare.
25. Lunchroom, combined with — Prov. x Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only x Cooking convncs x Supr. — If none Eat in workrooms.

American Investigating

4-1-c

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. ✓ Loc. off workroom Conv. ✓ Lkr. X
Shlv. ✓ hngr. X Wl.hk ✓ Seats ✓ Cln. X Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. X If none X lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call X 1st aid kit
Chg.of supt. Med.exam X Health rec. X Acc.rec. X
Comp. Under comp. law. Insurance carried

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand spooling	E	X	X	—	X	X	X	X	X	—	—	—	✓
braiding	E	X	X	—	X	X	X	X	X	—	—	—	✓
Sit or stand													

Describe: Opportunity to sit, etc. Very few stools, not convenient & none of girls sitting at time.

27. - Semi-screened from workroom. Not used to great extent. No one in charge & girls afraid to leave their things. Most of them kept wraps hanging right by their machine.

Illinois

Slaughtering + Meat Packing

9 Schedules

Illinois - Slaughtering + Meat Packing

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Omaha Packing Co Address 2320 - S. Halstead
Person interviewed E. K. Lytle
2. Product Meat Packers Position Supt.

3. Number employed:

	W.	C.		W.	C.	Total
Day						
Men	701	863	Boys	X	X	964
Women	82	172	Girls	X	X	254
Total	783	1035	Total	X	X	1218
Night						
Men	/	/	Boys	/	/	/
Women	/	/	Girls	/	/	/
Total	/	/	Total	/	/	/

4. Firm's scheduled hours:

Daily: Begin 7.00 End 3.30 Lunch period 30 min Rest period X Total 8

Saturday " 7.00 " 3.30 " " 30 " " X " 8

Shifts " X " X " " X " " X " X

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Busy season from Nov - Feb. June to Nov is the slackest period.

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date Feb 8, 1924 Agent Mary H. Turner, C. Perrault

(322)

Rocking co

5-3-c

FACTORY SCHEDULE, Sheet 2.

8. Halls: Outside stair ways.

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

	No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
old bldg	1	outside	X	✓	✓	✓	X	X	✓	✓	—
new bldg	1	outside	X	✓	✓	✓	X	X	✓	✓	—
new bldg	2 3 4	outside	X	✓	✓	✓	X	X	X	✓	—
office bldg leading to toilet		outside	X	✓	✓	✓	X	✓	✓	✓	Iron fire escape

Workrooms. Number 6

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
old bldg	fl. 1st	conc	✓	✓	Sawdust	1	X	X	1	✓	X	X	1	✓	X	X	✓
		conc	✓	✓	wet	1	X	X	1	✓	X	X	1	✓	X	X	✓
new bldg	fl. 1st	conc	✓	✓	Sawdust	1	X	X	1	✓	✓	✓	1	✓	✓	✓	✓
		conc	✓	✓	Sawdust	1	X	X	1	✓	X	X	1	✓	X	X	X
new bldg	fl. 2nd	wood	✓	✓	Sawdust	2	X	X	2	✓	X	X	2	✓	X	X	X
new bldg	fl. 4th	conc	✓	✓	wet	4	X	X	4	✓	✓	✓	4	✓	✓	✓	X
new bldg	fl. 4th	conc	✓	✓	wet	4	X	X	4	✓	✓	✓	4	✓	✓	✓	X

Notes Ceilings & walls dirty. Painters at work now, these rooms to get attention.

14. Clnged: by girls X men X jant. X janitress X other sawdust no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Case cleaning room windows on two sides, steam and dirt on windows darkens room. No shades or awnings. Case filling room, skylights, very good light

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) On all floors where artificial light was used general lighting was the plan, no shades or reflectors except in stitchers had individual lights with small bell shaped shades.

17 - 18: Glare or reflection: describe No glare generally, low candle power lights. In trimming room possible glare from unshaded lights.

19. Heating system Steam pipes around rooms in Case cleaning & filling, room packing rooms. (Trimming room 46°) Sausage, hearts livers & pigs feet are packed in two rooms kept at 46° by ammonia pipes.

Cooking Co

5-3-c

FACTORY SCHEDULE, Sheet 3.

20. Ventilation: * ①
App. o.k. X Art. X Kind X
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Ventilation (very)
Other

Sanitation:
22. Drinking facilities, loc. workroom Conv. ✓
Bblr. ✓ *② San X Tank X Cooler X Faucet ✓ Other —
Cup, common X Individual ✓ Kind workers bring own.

23. Washing facilities If none, where wash

	No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
old bldg	1	Porcelain	✓	✓	✓	✓	✓	✓	X	X	Cheese cloth	as often as necessary
new bldg	1	Porcelain	✓	✓	✓	✓	✓	✓	X	X	Cheese cloth	as often as necessary
new bldg	2	Porcelain	✓	✓	✓	✓	✓	✓	X	X	✓	twice daily
new bldg	4	Porcelain	✓	X	✓	✓	✓	✓	✓	✓	✓	twice daily

(two different kinds) <one was clean the other not.

24. Toilets: Kind flush Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. ~~seat~~ * 10 ② Repr ✓ Plb ✓ Cl. X✓ Paper ✓ Instrt. ✓

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
col + wh	3	3*	other side	* X ④	✓	✓	X	✓	✓	✓	✓	X	X	✓	✓	✓
col + wh	4	4	4th floor	✓	✓	✓	X	✓	✓	✓	*X ③	X	X	✓	✓	X

Total no. seats 7 No. wmn. per seat *④ 36
Clng. by girls X Men X Jant. X Janitress X Other matron No. resp —
Swept reg. ✓ Freq. Twice D Wrk. hrs. ✓ Scrub reg. ✓ Freq. Twice D Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. ✓ Kind cafeteria
Loc. 4th floor Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink ~~only~~ ✓ Cooking convncs X Supr. ✓ If none —
Ice water in lunch room, kept in large earthen jars and glasses.

* Ventilation sausage packing & trimming rooms.
On first floor old building, the only ventilation was that which was gained by the opening of the outside doors.

1 On first floor new building in sausage packing room the only ventilation was that gained by door opening into another room.

(5) Fourth floor new building inadequate ventilation in toilet one very small window.

2 One bubbler was found in case filling room, other rooms have faucets

(3) Automatic flush used in toilets on fourth floor new bldg. worker states flush about every 10 minutes. Toilet was very dirty and poorly ventilated, this being due to the fact that all workers from all floors in new building use this toilet. Girls were waiting turns.

(4) Cloak room
Toilet for girls in old building is located on third floor of offal building. These girls have to go up an outside stairway across a roof down a fire escape, to get to the toilet. This room was quite clean and unused looking.

(6) One toilet was used more than the other, because of inconvenience, agent thinks about 10 to a seat. Girls were waiting turns.

26. Restroo
Cln.
27 Cloakro

Packing Co

5-3-c

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. ✓ Loc. Off Toilet conv. ✓ (4) Lkr. X
Shlv. X hngr. ✓ Wl.hk — Seats — Cln. — Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg.of Doctor Dr.reg. ✓ On call — 1st aid —
Chg.of — Med.exam ✓ Health rec. ✓ Acc.rec. ✓
Comp. ✓

29. Other welfare: One week vac. with pay 3 yrs service. Three weeks vac with pay 15 or over service. Pension at 25 yrs service or 55 yrs of age. Industrial relations dept judges continuation of pay during illness or acc.

30. Occupations	Seats			*Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit case stitchers	E	X	X	X	X								
Sausage packers	E	X	X	X	X								
Case trimmers	E	X	X	X	X								
Stand meat packers	X	X	X	X	X								
Wrappers	X	X	X	X	X								
Weighers	X	X	X	X	X								
Case fillers	X	X	X	X	X								
~~Sit or stand~~													
Case closers	X	X	X	X	X								
Case sealers	X	X	X	X	X								
String cutters	X	X	X	X	X								

Describe: Opportunity to sit, etc. All women on standing jobs had platforms. No opportunity for girls on standing jobs to sit. They have no seats.

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

5-4-C

Chicago, Ill.

1. Name of factory Wilson & Co. Address 41st & Ashland
Person interviewed Miss Fuhr
2. Product Packing & slaughter house. Position Women's Employment

3. Number employed:

	W.	C.		W.	C.	Total
Men	1935	1192	Boys	—	—	3127
Women	313	276	Girls	—	—	589
Total	2248	1468	Total	—	—	3716

Day

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:00 End 3:30 Lunch period 30m. Rest period x Total 8 hrs

Saturday " 7:00 " 3:30 " " 30min. " " x " 8 hrs.

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods — Total shifts weekly hours —

(over)

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Slack during early part of Lent, busy season beginning with hams for Easter and running heavy on thru summer

6. Employment Policy:
Employment manager ✓ Or centralized method ✓ Foremen ____
Records kept ✓ - Age, nativity, marital state, names of husband or wife & of children.

7. Subcontract shop x Home work given out x

Date 4-1-'24 Agent R. Voris

(322)

4. Although regular daily hours are counted as 8 and weekly as 48, overtime rates do not begin until worker has put in 10 hours on the day for which overtime is granted, or until the worker has put in 54 hours in the week. For example if a worker put in the normal 8 hour day on Saturday, but had worked 10 hours each preceding day, 4 hours of that time would be at overtime rate.

6. One employment manager in charge of hiring of women, with a man hiring men.

Wilson & Co

FACTORY SCHEDULE, Sheet 2.

5-4-c

Halls:

Indirect x Cl. ✓ Nat.lt.o.k. x Art.prov. ✓ Other damp

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	outside	x	✓	—	✓	✓	✓		✓	—
1	outside	x	✓	—	✓	✓	✓		✓	—
1	in hall	x	✓	✓	✓	x	✓	✓	✓	—
1	in workroom	x	x	✓	✓	✓	✓	✓	✓	—
1	" "	x	x	✓	✓	✓	✓	✓	✓	—
1	" "	x	x	✓	✓	✓	✓	✓	✓	—
1	" "	x	✓	✓	✓	x	✓	✓	✓	—

Workrooms. Number ~~22~~ 23

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Hog kill	4	brick	✓	✓	wet	4	x	x	4	✓	x	✓	4	✓	x	✓	x
	5	brick	✓	✓	wet	5	x	x	5	✓	x	✓	5	✓	x	✓	x
	6	wood	✓	✓	—	6	x	x	6	✓	x	✓	6	✓	x	✓	x
beef kill	4	brick	✓	✓	very wet	4	x	x	4	✓	x	✓	4	✓	x	✓	x
sheep kill	3	brick	✓	✓	wet	3	x	x	3	✓	x	✓	3	✓	x	✓	x

cont'd. on attached sheet

Notes Floor in beef kill especially wet & slippery - seemed to be grease from work. Workers in 3 kill houses wore rubber boots or galoshes. Floors are checked clean, because was no accumulation of dirt, only generally messy condition due to work.

14. Cleaned by girls x men x jant. x janitress x other ~~porters~~ no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plane glass sash windows, wall space between. No natural light in 7 rooms, skylights in 1, windows on 1 side in 7, on 2 sides in 4, on 3 sides in 3 rooms. Shades on part. No workers facing. Problem is lack, not too much.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, probably half had pan reflectors, others were unshaded clear bulbs! Often both kinds in same room. No regularity of spacing. In many rooms - especially slaughter houses & hair house inadequate.

17 - 18: Glare or reflection: describe None from natural light. From unshaded lights. Egg candlers necessarily looked directly at bright light continuously.

19. Heating system Packing rooms kept cold & girls wore sweaters under smocks. Coils overhead in hair house. Elsewhere heat due to operations themselves.

Wilson w
3-4-C

Forms 10, 11, 12, + 13

DEPARTMENT OF LABOR

	10				11			12				13				
	loc.	mat.	rpr.	cle.	other	loc.	cbst.	nov.	loc.	rpr.	cl	lt.	loc.	rpr.	cl	lt.	low
house	1	wood	✓	✓	loose hairs everywhere	1	×	×	1	✓	×	×	1	✓	×	×	×
	2	"	✓	✓		2	×	×	2	✓	×	×	2	✓	×	×	×
	3	"	✓	✓		3	×	×	3	✓	×	×	3	✓	×	×	×
Smoked meats cured preds, house	1	brick	✓	✓	—	1	×	×	1	✓	×	✓	1	✓	×	✓	×
	2	"	✓	✓	—	1	×	×	1	✓	×	✓	1	✓	×	✓	×
	2	"	✓	✓	—	1	×	×	1	✓	×	✓	1	✓	×	✓	×
	2	"	✓	✓	—	1	×	×	1	✓	×	✓	1	✓	×	✓	×
	2	wood	✓	✓	—	2	×	×	2	✓	×	✓	2	✓	×	✓	×
	2	"	✓	✓	—	2	×	×	2	✓	×	✓	2	✓	×	✓	×
	3	brick	✓	✓	wet	3	×	×	3	✓	×	✓	3	✓	×	✓	×
	3	"	✓	✓	wet	3	×	×	3	✓	×	✓	3	✓	×	✓	×
	4	"	✓	✓	—	4	×	×	4	✓	✓	✓	4	✓	✓	✓	×
	4	"	✓	✓	—	4	×	×	4	✓	✓	✓	4	✓	✓	✓	×
	5	"	✓	✓	wet	5	×	×	5	✓	×	✓	5	✓	×	✓	×
	6	wood	✓	✓	—	6	×	×	6	✓	×	✓	6	✓	×	✓	×
	7	brick	✓	✓	—	7	×	×	7	✓	×	✓	7	✓	×	✓	×
	9	wood	✓	✓	—	9	×	×	9	✓	×	✓	9	✓	×	✓	×
	4	brick	✓	✓	—	4	×	×	4	✓	✓	✓	4	✓	×	✓	×

Wilson & Co 5-4-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:

App. o.k. X Art. ✓ Kind General forced air system, fair but inadequate. Loc.

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes Packing rooms very cold & Other girls wore sweaters. The steam in the canning rooms was unpleasant. In the rooms of all three kill houses there was a great deal of steam and it was difficult for one coming in from outside to get her breath.

Sanitation:

22. Drinking facilities, loc. in workroom Conv. ✓

Bblr. ✓ San ✓ Tank X Cooler X Faucet X Other —

Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	enam. basin	✓	✓	✓	✓	X	X	X	X	X	— in workrooms
1	" "	✓	✓	✓	✓	X	X	X	X	X	—
1	12 enam. basins	X	✓	✓	✓	✓	✓	✓	X	X	pull-over towels, 1 for each use
1	2 enam. "	✓	✓	✓	✓	✓	✓	✓	✓	X	—
1	2 " "	✓	✓	✓	✓	✓	✓	✓	✓	X	—
1	4 " "	X	✓	✓	✓	✓	✓	X	X	✓	dly
1	2 " "	✓	✓	✓	✓	✓	✓	X	X	✓	"

24. Toilets: Kind p/b. Sep. ✓ If none, arrangement —

Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✓

	No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
hair house-	1	1	3	off. dr.	✓	✓	✓	✓	X	✓	✓	✓	X	—	✓	✓	✓
packing-	1	2	1	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
	1	6	6	" " "	X	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
	1	#2	4	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
kill-house	1	6	4	" d.r.	X	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 17 No. wmn. per seat 34

Clng. by girls X Men X Jant. X Janitress X Other matron No. resp X

Swept reg. ✓ Freq. 3 dly Wrk. hrs. ✓ Scrub reg. ✓ Freq. dly Work hrs. X

Service and Welfare.

25. Lunchroom, combined with X Prov. ✓ Kind cafeteria

Loc. 6th fl. Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓

Prov. hot food, drink only X Cooking convncs X Supr. ✓ If none —

Women working in hair house eat in their rest & locker room, which had tables & chairs in it.

Wilson & Co
5-4-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with — Prov. ✓ Loc. 6th fl. Equip. o.k. ✓
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none —
also cot and chairs in all cloakrooms, except main one on 6th fl.

27. Cloakroom, combined with ____ Prov. ✓ Loc. See note Conv. See note Lkr. See note
Shlv. See note hngr. See note Wl. hk See note Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ① ✓ If none × lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg. of Doctor Dr. reg. 2 full time On call × 1st aid —
Chg. of — Med. exam ✓ Health rec. ✓ Acc. rec. ✓
Comp. Under compensation law. Insurance carried

29. Other welfare: See attached sheet

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit packing bacon	E	✓	✓	box	✓	×	✓	✓	×	×	✓	apron	×
facing casings	E	✓	✓	—	✓	×	✓	✓	*	×	✓	coat	×
filling lard	E	✓	✓	—	×	×	✓	✓	×	×	✓	apron	×
peel garlic	E	✓	✓	—	×	×	✓	✓	×	×	✓	"	×
Stand													
(see attached sheet)													
Sit or stand													
wrapping	E	✓	✓	—	✓	×	✓	✓	×	×	✓	apron	×
scaling	E	✓	✓	—	✓	×	✓	✓	×	×	✓	"	×
labelling	E	✓	✓	—	✓	×	✓	✓	×	×	✓	"	×

Describe: Opportunity to sit, etc. (note on attached sheet) Very little, most of women not near dressing rooms.

27. Cloakroom -
location - ① on 6th fl. packing bldg. - largest one.
② " " 4th " hog kill bldg.
③ " " 3rd " hair house
④ " " 1st fl. packing bldg.
Convenient ① × ② × ③ ✓ ④ ✓
locker - ①, ②, ③
Shlv. + hgr. - ④

Wilson 200
5-4-c

DEPARTMENT OF LABOR

Occupations	Seats Kind	Seats Adj.	Seats No. req.	Footrest Kind	Footrest req.	Uniform needed	Uniform req.	Uniform Furn. Co.	Uniform Kept by Co.	Uniform Kept by girl	Uniform kind	Uniform Misc. by girls
Stand.												
packing sous.	—	—	×	—	—	×	✓	✓	×	×	✓	apron ×
" beef	E	✓	×	—	—	×	✓	✓	×	×	✓	" ×
linking sous.	—	—	×	—	—	×	✓	✓	*	×	✓	coat ×
hanging sous.	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
washing casings	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
scaling	—	—	×	—	—	×	✓	✓	×	×	✓	apron ×
cleaning pails	—	—	×	—	—	×	✓	✓	×	×	✓	" ×
trimming cooked meat	—	—	×	—	—	×	✓	✓	×	×	✓	" ×
boning cooked tongue	—	—	×	—	—	×	✓	✓	×	×	✓	" ×
can filling mach. op.	—	—	×	—	—	×	✓	✓	×	×	✓	" ×
wrapping sum. sous.	—	—	×	—	—	×	✓	✓	×	×	✓	" ×
egg candling	E	✓	✓	—	×	×	×	✓	*	×	✓	coat ×
clean casings	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
pig snoot cleaning	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
pig foot cleaning	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
cheek trim	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
trimming	—	—	×	—	—	×	✓	✓	*	×	✓	" ×
stamping	—	—	×	—	—	×	✓	✓	×	×	✓	apron ×

* Firm furnished one white coat (called "frock") and girls furnished another. Laundered by girls + in most work required to have clean coats + aprons on Monday and Thursday. In kill rooms oftener. Also wear white caps, whether wear frock or apron.

weasing	—	—	×	—	—	×	×	×	×	—		✓
rope making	—	—	×	—	—	×	×	×	×	—		✓
rope opening	—	—	×	—	—	×	×	×	×	—		✓

No. 205
Ed. 7-18-23—200,000

Wilson & Co
3-4-C

DEPARTMENT OF LABOR

29. Other welfare

Group health insurance. $7.50 a week is received in case of illness. Employees pay 20¢ a week.

Group life insurance. $200 after 1 year with firm, $50 for each additional year.

1 weeks vacation with pay if worker has been with firm as long as 1 year. 1 half week if with firm 6 mos. Up to this year have run camp for workers out on the dunes which accommodates 150 at a time. This the workers may use free during vacation, taking whole family along. Transportation to and from paid by firm. Will not be run this summer, because aim to buy new camp, putting up cottages, one for use of each family, on some small lake. Workers will have vacation as usual.

Nursery run by firm with nurse, dietitian, & kindergarten worker. Mothers can leave children from 9 mos. of age to 5 years here while they work for 15¢ a day. Both breakfast and lunch are served to the children. Usually about 50 babies there. Charge made so that mothers will think it worth while.

Sewing class, after hours, free of charge.

Recreation center maintained by combined packers a few blocks away. Cooking classes there.

Shop committee system of representation.

No. 205
Ed. 7-18-23—200,000

Showers off main wash room - often used by girls cleaning up after hours ~~before~~ going home.

5-5-0

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
5 extra sheets

1. Name of factory Swift & Co Packing — Address National Stock yards Ill.
Person interviewed Mr. G. E. Briggs Mgr.
Position Mr. T. L. Pratt Supt. Mr. E. F. Becker - Asst. Supt. Mr. H. T. Ragsdale - Empl. Mgr. Mr. T. A. Crane - Timekeeper.

2. Product Packing house. meats, sausages lard etc.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	1105	789	Boys			1894
Women	201	11	Girls			212
Total	1306	800	Total			2106

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7 End 3.30 Lunch period ½ hr Rest period — Total 8
Saturday " 7 " 3.30 " " ½ hr " " — " 8
Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 48
Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ___ End ___ Lunch period ___ Rest period ___ Total ___
Saturday " ___ " ___ " " ___ " " ___ " ___
Shifts " ___ " ___ " " ___ " " ___ " ___

Regular weekly number of days ___ Total weekly hours ___
Shifts weekly number of periods ___ Total shifts weekly hours ___

5. Seasonal ✓ fresh meats busy Sept to May - Smoked Meats busy May to Sept.

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓ complete records

7. Subcontract shop X Home work given out X

Date 4/15/24 Agent H. M. H.

(322)

Swift + Co. (Nat. Stock yds.

5-5-0

FACTORY SCHEDULE, Sheet 2.

8. Halls: Many small halls leading into diff cold rooms

Indirect ✓ some Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other X

9. Stairway: there are other stairways of adjoining rooms which could be used.

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
2	Inside	X	X	✓	iron ✓	✓	✓	✓	✓	iron ~~treads~~ edge on treads

Workrooms. Number 16.

See note on Page 2-a-1

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Mix spices	1st fl.	wet brick	✓	✓	wood planks to stand	1st fl.	X	✓	1st fl	✓	✓	✓	1st fl	✓	✓	✓	X
Sausage pack	2nd fl.	wet brick	✓	✓	wood platforms	2nd fl	X	X	2nd fl	✓	✓	X	2nd fl	✓	✓	X	X
Stuff sausage	2nd fl.	wet brick	✓	✓	wood platforms	2nd fl	trucks	X	2nd fl	✓	✓	X	2nd fl	✓	✓	X	X
Lard rm	3rd fl.	brick	✓	✓	wood platforms	3rd fl	X	X	3rd fl	✓	✓	X	3rd fl	✓	✓	✓	X
meat loaf rm	3rd fl	Cement	✓	✓	—	3rd fl	trucks	X	3rd fl	✓	✓	X	3rd fl	✓	✓	X	X

Notes Floors in most depts are wet + slippery. Women have wood platforms to stand on in all of these. Also they wear wooden shoes, usually when working in these depts.

14. Clnged:by girls ____ men ✓ jant. ✓ janitress X other X no resp. X

See extra sheet 2-a-1

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Spice rm: No windows! Sausage pack - No windows

Stuff sausage - Saw tooth roof.

Lard rm. small windows. 2 sides wire glass.

meat loaf rm. wind small 2 sides.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Spice rm - gen elec. light. no shade. Sausage pack. gen. elec. unshaded. Woman had indir. lt. ½ shaped shade. Stuff sausage - gen flat reflectors

Lard room. gen. elec. lt. unshaded.

meat loaf rm. gen elec lt - very dim flat reflectors.

17 - 18: Glare or reflection: describe In spice rm. + lard rm. lt. hang low no refl. or shade.

19. Heating system Hot air overhead in rooms where they can have heat. Send washed cooled air thru' these in the summer time.

See note on page 2-a-1

Swift & Co. (Nat. Stockyds) cont'd. Extra

FACTORY SCHEDULE, Sheet 2-b

8. Halls: Small
Indirect ____ Cl. ____ Nat.lt.o.k. ____ Art.prov. ____ Other ____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	inside	✓	X	✓	iron ✓	✓	✓	✓	✓	iron edge on treads
1	inside	X	✓	✓	✓	X	X	✓	✓	iron edge on treads.

Workrooms. Number cont'd.

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Prep. casings 3½ fl.	wet brick	✓	✓	wood platforms	3½ fl	X	✓	3½ fl	✓	✓	X	3½ fl	✓	✓	✓	X
Box dept. 5th fl.	wood	✓	✓	slight slope	5 fl	✓	X	5 fl	✓	✓	X	5 fl	✓	✓	✓	X
Pork trim 4th fl.	wet brick	✓	✓	wood platforms	4 fl.	✓	✓	4 fl	✓	✓	X	4	✓	✓	X	X
Inspect casings 4	wet brick	✓	✓	wood platforms	4	X	X	4	✓	✓	X	4	✓	✓	X	X
Sewing dept 4 fl.	wood	✓	✓	—	4	X 2	✓ 3	4	✓	X	X	4	✓	X	X	X

Notes In Sewing room all covers are made for meats - also aprons & uniforms

14. Clnged:by girls See extra sheet 2-a-1 men ____ jant. ____ janitress ____ other ____ no resp. ____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. prep. casings - small wind 2 sides
Box dept - sash wind 2 sides - wire glass. | Pork trim no windows
Inspect casings sash wind 1 side wire glass

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) prep. casings - gen. elec - unshaded bulbs.
Box. dept. gen. elec. unshaded bulbs | Pork trim gen. flat refl.
Inspect casings. gen. elec. flat reflectors -

17 - 18: Glare or reflection: describe In prep. casing rm. low hung lts.

19. Heating system See extra sheet 2-a-1

Swift & Co. (Nat Stock Yards.

5-5-0

Extra

FACTORY SCHEDULE, Sheet 2:

8. Halls:

Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway: to go from outdoors to dressing room for sliced bacon dept

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	outside	X	✓	X	iron ✓	X	X	✓	✓	—
Butterine Dept 1	1-3rd fl-	X	✓	✓	✓	X	X	✓	✓	iron edge on treads

Workrooms. Number cont'd.

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Pack sm smoke house 3		brick	✓	✓	—	3	X	X	3	✓	✓	X	3	✓	✓	X	X
Slice bacon pack 2nd fl.		brick	✓	✓	—	2	X	X	2	✓	✓	✓	2	✓	✓	✓	X
make bacon 2 cartons		brick	✓	✓	—	2	X	X	2	✓	✓	✓	2	✓	✓	✓	X
Butterine 3rd fl.		wd tile	✓	✓	wet in spots	3	X	X	3	✓	✓	tile ✓	3	✓	✓	✓	X
Laundry		concrete	✓	✓	—	1	X	X	1	✓	✓	✓	1	✓	✓	✓	X high
count room		concrete	✓	✓	wd platform	1	X	X	1	✓	✓		1	✓	✓	✓	X

Notes All uniforms are done in laundry.

14. Clnged:by girls See extra sheet 2-a-1 men_____ jant._____ janitress_____ other_____ no resp._____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Pack sm. 1/2 sash wind 2 sides - wire glass
Slice bacon pack - wind 2 sides 1/2 sash wind - wire glass.
make cartons - no windows | Butterine
Laundry. sash wind 2 sides - monitor roof. | count room. sash 2 sides
count room -

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Pack sm. gen elec. Some flat shades, some unshaded.
Slice bacon pack - gen - flat reflectors. | make cartons gen. flat reflectors
Butterine - flat shades - gen.
Laundry gen elec. high unshaded - on mangles indir bell shaped shade.
count room gen. elec unshaded - high

17 - 18: Glare or reflection: describe_____

19. Heating system_____

5-5-0

...nft + Co. (Nat. Stock yds.

Extra sheet 2-a-1.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

Extra sheet 2-a-1

14. Each foreman is responsible for seeing that his dept is kept clean. There is one janitor for each dept. cleaning + scrubbing continually.
Then there is a night cleaning force which goes over all work rooms each night with a hose + scrubs them thoroughly - Except in smoke house + sliced bacon dept. where they are scrubbed with a mop ~~to~~ each night.
Box dept is scrubbed when necessary.

19. ~~In the~~ Mix Spice Room.
Sausage pack Cooler
meat loaf rm.
Pork trim
Pack Sliced bacon dept.
Buttering dept.
make bacon cartons
} These depts have no heat. ~~So~~ all work must be done where it is cool. The rooms are kept at about 45-50°.
all have washed air ventil.

10. Constant scrubbing + washing of floors necessary to keep place clean + sanitary. make the floors wet + sloppy.

Place was very large & scattered, spent some places so ~~am~~ not entirely sure about all stairways. think there were more than she actually got walked over wops. in

ff + Co (Nat Stock yards) 5-5-0

FACTORY SCHEDULE, Sheet 3.

Ventilation:

App. o.k. ✓ Art. ✓ see 19 in letter sheet 2-a-1 also on 19 sheet 2 Kind Washed air in most of rooms.

Fans in all warm rooms in summer. Loc. overhead pipes - large circular openings

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes Spice room + Sausage cooler - temp 45-50°

Other 1 m. slice bacon wrap washed - Cold air necessary - draft on girls - put in screens to keep air off this just, but is still never some of the packers. Must be cold for sanitary reasons - make bacteria tests in here every few days. temp 45-50°

Sanitation:

22. Drinking facilities, loc. in each wk rm Conv. ✓

Bblr. ✓ San X Tank X Cooler X Faucet X Other X

Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
Mix spices 1st fl.	2 white sinks	✓	✓	✓	✓	✓	✓	X	X	roll towel	2 ce da
Sausage pack 2nd fl.	2 white sinks	✓	✓	✓	✓	✓	✓	✓	X	X	continuous
Stuff sausage 2nd fl	2 white "	✓	✓	✓	✓	✓	✓	✓	X	X	continuous
Lard rm. 3rd fl	2 " "	✓	✓	✓	✓	✓	✓	✓	X	X	continuous
3rd fl - wash room	6 white basins	✓	✓	✓	✓	✓	✓	✓	X	X	continuous
	4 shower baths										

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —

Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✓ must wash hands

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
concrete fl. 1	* 6	3	M hall	for some	✓	✓	X	✓	✓	✓	✓	X	✓	✓	✓	✓
Col. Women. 1	* 3	5	M hall	for some	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
concrete fl. 1	* 3	4	Meat room	for some	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
wd fl 1	* 1	4	Meat room	✓	✓	✓	✓	X	X	✓	✓	✓	—	✓	✓	✓
1	* 3	2	Work rm	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
~~Lists~~ concrete fl. 1	* 2	3	Work rm	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
for Restaurant 1	* 1	1	1st fl.	good room standing	✓	✓	✓	X	✓	✓	✓	*	—	✓	✓	✓

* Sanitary seats

Total no. seats 22 No. wmn. per seat 9

Clng. by girls X Men X Jant. X Janitress — Other matron No. resp X

Swept reg. ✓ Freq. 1ce day Wrk. hrs. ✓ Scrub reg. ✓ Freq. 3-4 times wk. Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with X Prov. ✓ Kind Cafeteria

separate bldg. Loc. — Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓

Prov. hot food, drink only — Cooking convncs — Supr. — If none —

Very fine Cafeteria in same bldg with Employment dept. + Hospital. large modern daylight windows. Place beautifully equipped + kept immaculate red tile floors.

Kitchen had red tile floors - + modern daylight windows - as fine a kitchen

P.T.O.

as Agent has seen anywhere for any hotel or restaurant. 1 hoods over stoves + soup kettles. dish washing machine near big window in which there was an exhaust fan.
Everything up to date and when inspected just at lunch hour, after preparing to feed 1000 people, the place was beautifully clean, and in order.

There is the regular Cafeteria counter - all white tile + glass.

Then at one side is a lunch counter where the colored help + others from plant who wish to send in or come in to get food, soup or coffee to take out in to the plant with them may do so.

Down stairs is a large room where the men may smoke

Just outside are benches with an awning over it so men may smoke there in the warmer weather

21. Special proc.
Heat -Cold-Du
Other

Ventilation: App. o.k.

o (Nat

(National Stock yards.

5-5-D

FACTORY SCHEDULE, Extra 1 Sheet 3.-a.

Ventilation: In laundry

App. o.k. ✓ Art. ✓ Kind Exhaust hoods over each machine

Loc. monitor roof also.

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes

Other

Sanitation:

22. Drinking facilities, loc. Sheet 3 Conv.

Bblr. San Tank Cooler Faucet Other

Cup, common Individual Kind

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
5th fl. col. women	toilet rm 3 white sinks	for some	✓	✓	✓	✓	✓	✓	X	X	continuous
4th fl.	toilet rm. 3 white basins	for some	✓	✓	✓	✓	✓	✓	X	X	continuous
wd 4th fl.	toilet rm 2 white basins	✓	✓	✓	✓	✓	✓	X	X	roller ✓	2 ce. da.

24. Toilets: Kind Sep. If none, arrangement

Flush, hand Auto. seat Repr Plb Cl. Paper Instrt.

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl

Total no. seats No. wmn. per seat

Clng. by girls Men Jant. Janitress Other No. resp

Swept reg. Freq. Wrk. hrs. Scrub reg. Freq. Work hrs.

Service and Welfare.

25. Lunchroom, combined with Prov. Kind

Loc. Equip.o.k. Cln. Lt.Nat. Art. Vent.o.k.

Prov. hot food, drink only Cooking convncs Supr. If none

...ational Stock Yards.

FACTORY SCHEDULE, Sheet 4.

Restroom, comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
...n. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with 4 a Prov. _____ Loc. _____ Conv. _____ Lkr. _____
Shlv. _____ Drer. _____ Wl. hk _____ Seats _____ Cln. _____ Lgt. nat. _____ Art. _____
Vent. o.k. _____ Supr. _____ If none _____ lkr. _____ shlv. _____ hngr. _____ Wl. hk _____

28. Health Service: on duty at hospital all the time.
Hosp. Y Chg. of Dr. Dr. reg. Y On call -- 1st aid Trained nurse also.
Chg. of -- Med. exam Y Health rec. Y Acc. rec. Y
Comp. Under Comp. Act Ins. Co.
Very fine complete hospital - 2 rooms (1 men, 1 women) 2 beds each
29. Other welfare: Employees Benefit Assoc. firm started it with fund.
Employees manage whole thing themselves now.
Safety Committee - go over whole plant once per month. make all recommendations.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
laundry take off													
Sit	B	X	Y	X	X								
feed wrappers	X	X	Y	X	X								
pack bacon-mach	**K	X	Y	Ledge available	Y								
pack bacon-hand				X	***Y							Uniforms	
Stand Mix spices	X	-	-			X	Y	Y	Y	Y	X	&	
stuff saus. pack saus.	X	-	-									caps	
put covers on cans	X	-	-									&	
fill cartons	X	-	-									aprons	
Sit or stand													
pack boxes	E	X	Y	box	Y								
(stitching and cutting													
interchange)	B	X	Y	X	X	X	X	Y	Y	Y	X	Same	
Weigh and check	*K	X	Y	X	X	X	Y	Y	Y	Y	X		

Describe: Opportunity to sit, etc. * iron chair with back - wood seat - comfortable.
* High chairs with back. *** feet on brick floor in cold room

Stand
Wash sausage molds
fill meat loaf pans
weigh hams
prepare casings
set up boxes and cartons ;; X : Y : Y : Y : Y : X :
stencil boxes
port trim X
inspect casings
wrap sriskets
wrap and pack butterine
count laundry

Co (National Stock yards) 5-5-0

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

Extra Sheet 4 a,

Cloak rms - shower baths & wash rm.

3rd fl. next to lockers ✓ benches ✓ ~~no~~ nat. lt ✗ artif lt ✓
forelady in charge. clean ✓

5th fl - for Colored women. toilet rm off this
comb. with lunch rm - have tables & chairs here where they can sit & eat. lockers ✓ clean ✓ nat lt ✓. artif lt ✓

4th fl - white - toilet rm off this
comb with lunch rm. - have tables & chairs where they can sit & eat.
lockers ✓ clean ✓ nat lt ✓ artif lt ✓.

4th fl. used by women inspect casings. - they must go out doors on a platform to get to this room.
comb with toilet rm - only window is in toilet room. lt comes from that & from door if left open.
lockers ✓ clean ✓ nat lt ✗ artif lt ✓.
benches ✓

2nd fl - for women in pack sliced bacon toilet rm off this
tile floor very clean & neat.
lockers ✓ clean ✓ nat lt ✓ artif lt ✓
2 leather covered couches. benches.

for Restaurant workers
3rd fl. airy & light.
lockers ✓ clean ✓ nat lt ✓ artif lt ✓
benches ✓.

Swift + Co (National Stock yards. 3-5-0

FACTORY SCHEDULE, Sheet 4.

26. Restroom, ~~comb.~~ with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with all between floors + Attic Prov. _____ Loc. _____ Conv. _____ Lkr. _____
Shlv. _____ hngr. _____ Wl. hk _____ Seats _____ Cln. _____ Lgt. nat. _____ Art. _____
Vent. o.k. _____ Supr. _____ If none _____ lkr. _____ shlv. _____ hngr. _____ Wl. hk _____

28. Health Service:
Hosp. ✓ Chg. of Dr. on duty at hospital all the time. Dr. reg. ✓ On call — 1st aid Trained nurse also.
Chg. of – Med. exam ✓ Health rec. ✓ Acc. rec. ✓
Comp. under Comp. Act. Ins. Co.
Very fine complete hospital - 2 rooms {1 men, 1 women} 2 beds each.

29. Other welfare: Employees Benefit Assoc. firm started it with fund. Employees manage whole thing themselves now.
Safety Committee - go over whole plant once a mo. make all recommendations

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit ~~[illegible]~~ laundry take off.	B	X	✓	X	X								
feed wrappers	*K	X	✓	X	X								
pack bacon: mach	**K	X	✓	lid ✓	✓							uniforms + caps + aprons.	
pack bacon: hand				X	***✓								
Stand mix spices	X	–	–			X	✓	✓	✓	✓	X		
stuff sausage + pack sausage	X	–	–										
put corned ears	X	–	–										
fill cartons	X	–	–										
Sit or stand													
pack boxes	E	X	✓	box	✓–								
(slicing + cutting) inspection	B	X	✓	X	X	X	X	✓	✓	✓	X	Sanc	
weigh + check	*K	X	✓	X	X	X	✓	✓	✓	✓	X		

Describe: Opportunity to sit, etc. * iron chairs with back - wood seat - comfortable.
* high chairs with backs. *** just on brick floor in cold room

stand -
work sausage molds. X
fill meat loaf pans.
weigh hams.
prepare casings
Set up boxes + cartons
Stencil boxes,
Pork trim
inspect casings
wrap briskets
wrap + pack butterine
count laundry

X ✓ ✓ ✓ ✓ X

5-8-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Main meat packing Depts of Armour & Co.

1. Name of factory Armour & Co Address Union Stockyards Chicago
Person interviewed Mr. W. E. Sheehy
2. Product Meat packers Position Plant Supt
Mr. Frank McReag Emp Mgr.
Miss Beatrice McCann Welfare & Women Empl Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	6943	3081	Boys	X	X	10024
Women	760	276	Girls			1036
Total	7703	3357	Total			~~11050~~ 11060

Night

	W.	C.		W.	C.	Total
Men	375	50	Boys	X	X	425
Women	X	X	Girls			X
Total	375	50	Total			425

11485

4. Firm's scheduled hours:

Daily: Begin 7:00 End 3:30 Lunch period 30 min Rest period X Total 8
Saturday " 7:00 " 3:30 " " 30 min " " X " 8
Shifts " X " X " " X " " X " X

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday " ____ " ____ " " ____ " " ____ " ____
Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Fall months heaviest

6. Employment Policy: see note
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date May 20-23, 1924 Agent M. H. Turner

(322)

*6. Employment Mgr for men & one for women. Plant has something like a cut up committee for settling of over

grievances. Representatives from each dept meet with firm representatives for the settling of all problems. This committee meets each week or so. Most trouble is worked out this way without serious disturbance.

Main meat packing depts of Armour & Co. 5-8-C Chicago.
see next sheet

FACTORY SCHEDULE, Sheet 2. 2c.

8. Halls: Some hall & passage ways direct some not all lighted with artificial light if not not sufficient.

Indirect ✓ + X Cl. ✓ Nat.lt.o.k. ✓ + X Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
	one or 2 stairs	X	* ✓	✓	✓	X	* ✓	✓	✓	—
	in each build									
	irregular not regular line of stairs. Seemed to be sufficient no									
	stairs to beef kill on outside of build 2 stories in length	X	✓	—	✓	✓	✓	✓	✓	—

Some stairs not light not adequate, but majority had sufficient. 2 were steep rest of stairs seemed O.K. All were not seen.

Workrooms. Number *

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
ham 3rd	cont	✓	✓	—	ham 3rd	X	X	ham 3rd	✓	✓	✓	ham 3rd	✓	✓	✓	✓
string shipping 4th	wood	✓	✓	—	string 4th	ship X	X	string 4th	ship ✓	✓	✓	string 4th	ship ✓	✓	✓	✓
string manfact 1st fl	cont	✓	✓	slippery wet	string 1st fl	mfg. X	X	string 1st	mfg ✓	✓	✓	string 1st	mfg ✓	✓	✓	✓
laundry diff bldg 4th fl	cont	✓	✓	—	laundry 4th fl	X	X	laundry 4th	✓	✓	✓	laundry 4th	✓	✓	✓	X
trimming 4th	cont	✓	✓	—	trimming 4th	X	X	trimming 4th	✓	✓	X	trimming 4th	✓	✓	X	✓

over

Notes Number of work rooms impossible to enumerate. Many different depts on many different floors. Buildings had been added to at different times. Passages on roofs from between some building in main part of plant

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Light on inside in string slipping, string manufacting, laundry, beef killing. No natural light here depts. Trimming rooms pork dept. part of dry sausage, sausage packing, sliced bacon & part of beef rooms. Skylights only in 3 rooms. No shades. No women face light directly.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Artificial light generally. Electric. Most departments lights shaded green shades. Few depts where lights not shaded and shaded lights in dry sausage packing dept.

17 - 18: Glare or reflection: describe X

19. Heating system Steam pipes.

Note on workrooms.
Impossible to schedule plant by different rooms.
Schedule made as much as possible by depts.
Platforms for all women working on cement floors.

Main one at packing dept of Armour & Co. Sheet 2 B. Chicago 5-8-C

FACTORY SCHEDULE, Sheet 2.

see 3rd sheet.

8. Halls:

Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number_____

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
trimming	3rd fl	cmt	✓	✓	* ✓	3rd fl	x	x	3rd fl	✓	✓	x	3rd fl	✓	✓	x	✓
classes	1st fm 4th	cmt	✓	✓	wet	4th	x	x	4th	✓	✓	✓	4th	✓	✓	✓	✓
	2nd fm 4th	wood	✓	✓	—	4th	x	x	4th	✓	✓	✓	4th	✓	✓	✓	✓
	3rd fm 4th	asphalt cmt	✓	✓	—	4th	x	x	4th	✓	✓	✓	4th	✓	✓	✓	✓
beef	2 + 3	cmt	✓	✓	—	2nd & 3rd	x	x	2nd & 3rd	✓	✓	✓	2 & 3	✓	✓	✓	✓

* 10. Some water on floor near skinning machine.

Notes Floors wet in some depts where washing was done. In all depts with cement floors women stand on platforms about 2 in off floor. Walls & ceilings mostly painted white & gray.

14. Clnged:by girls_____ men_____ jant._____ janitress_____ other_____ no resp._____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc._____

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)_____

17 - 18: Glare or reflection: describe_____

19. Heating system_____

Main meat packing depts of Armour & Co. Sheet 2 C Chicago

FACTORY SCHEDULE, Sheet 2.

5-8-C

8. Halls:

Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number_____

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
beef skill 4th	cont	✓	X	blood water	beef skill 4th	X	X	beef skill 4th	✓	✓	✓	beef skill 4th	✓	✓	✓	X
sliced bacon 1st	cont	✓	✓	—	1st	X	X	1st	✓	✓	✓	1st	✓	✓	✓	X

Notes Women on beef killing floor stand on platforms. This was in part of disseparate building.

14. Clnged:by girls_____ men_____ jant._____ janitress_____ other_____ no resp._____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc._____

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)_____

17 - 18: Glare or reflection: describe_____

19. Heating system_____

Main meat packing dept of Armour & Co — See second sheet 5-8-C

FACTORY SCHEDULE, Sheet 3. Q. Chicago

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind in rooms with no outside windows Loc. ventilating pipes & exhausts used.
or slight ventilation system of vent by window & skylight in others

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ×
Other The sickening smell in casing rooms where the casings are washed in warm salt water would be a problem here.

Sanitation:
22. Drinking facilities, loc. washrooms Conv. ✓
Bblr. ✓ San × Tank × Cooler ✓ Faucet × Other ×
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
4	basins	✓	✓	✓	✓	✓	✓	×	×	✓	clean once each day
2	"	✓	✓	✓	✓	✓	✓	×	×	✓	" " "
2	"	✓	×	✓	✓	✓	✓	×	×	✓	clean twice da-
6	"	✓	✓	✓	✓	✓	✓	×	×	✓	clean once daily
6	" on 4th floor	✓ for part	✓	✓	✓	✓	✓	×	×	✓	" " "
4	"	×	✓	✓	✓	✓	✓	×	×	✓	" " "

(ham & strip, string shop, string mfg, * laundry & pork trim, sausage, beef boil & sheep trim, string mfg.)

Too many use toilet & washroom in string mfg.

24. Toilets: Kind plumbing Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat × Repr ✓ Plb ✓ Cl. ✓+× Paper ✓ Instrt. —

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	3rd	wkrm	✓	✓	✓	×	✓	✓	✓	✓	×	—	✓	✓	✓
1	2	4th	hall	✓	✓	✓	×	✓	✓	✓	✓	×	—	✓	✓	✓
1	2	1st	wkrm	✓	✓	✓	×	✓	✓	✓	×	×	✓	×	✓	×
1	15	5	hall	× part	✓	✓	×	✓	✓	×	✓	×	—	×	✓	✓
1	10	4th	hall	× part	✓	✓	×	✓	✓	×	✓	×	—	✓	✓	✓
1	2	2nd	wkrm	×	✓	✓	×	✓	✓	✓	✓	×	—	✓	✓	✓
6	4	2	wkrm	×	✓	✓	×	✓	✓	✓	✓	×	—	✓	✓	✓

(ham & strip, string shop, string mfg, laundry & pork trim, sausage dept, beef boil & sheep trim, beef trim)

Total no. seats 37 No. wmn. per seat 16+ Average for total meat packing plant all depts
Clng. by girls × Men × Jant. ✓ Janitress × Other matron No. resp —
Swept reg. ✓ Freq. 4 times Wrk. hrs. ✓ Scrub reg. ✓ Freq. as du Work hrs. ✓
Service and Welfare. as need matron in charge of each set of toilet washr
25. Lunchroom, combined with lockers & rest Prov. ✓ Kind room table & chairs lockerroom
Loc. × Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, × drink only × Cooking convncs ✓ Supr. ✓ If none —

25* lunch room connected with each locker room, but separate from wash & toilet. Generally a suite of 3 rooms. One for about every 2 dept or for building if separate entirely.

Main meat packing dept of Armour & Co. Sheet 3. B. Chicago

FACTORY SCHEDULE, Sheet 3. 5-8-C

20. Ventilation:
App. o.k._____ Art._____ Kind_____
_____ Loc._____

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes _____
Other_____

Sanitation:
22. Drinking facilities, loc._____ Conv._____
Bblr._____ San_____ Tank_____ Cooler_____ Faucet_____ Other_____
Cup, common_____ Individual_____ Kind_____

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
beef trim 6	basins	✓	✓	✓	✓	✓	✓	x	x	✓	4 or 5 cleaners day

24. Toilets: Kind_____ Sep._____ If none, arrangement_____
Flush, hand_____ Auto. seat_____ Repr_____ Plb_____ Cl._____ Paper_____ Instrt._____

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl

Total no. seats_____ No. wmn. per seat_____
Clng. by girls_____ Men_____ Jant._____ Janitress_____ Other_____ No. resp_____
Swept reg._____ Freq._____ Wrk. hrs._____ Scrub reg._____ Freq._____ Work hrs. _____

Service and Welfare.
25. Lunchroom, combined with_____ Prov._____ Kind_____
Loc._____ Equip.o.k._____ Cln._____ Lt.Nat._____ Art._____ Vent.o.k._____
Prov. hot food, drink only_____ Cooking convncs_____ Supr._____ If none_____

Main. meat packing depts of Armour & Co. Chicago 5-8-e

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with locker Prov. ✓ Loc. see note bottom page 3 for 25 Equip. o.k. ✓ couch + easy chairs.
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none —

27. Cloakroom, combined with rest + lunch Prov. ✓ Loc. see note bottom pp 3. on 25. Conv. ✓ Lkr. ✓
Shlv. ✗ hngr. ✗ Wl. hk ✗ Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

*28. Health Service:
Hosp. ✓ Chg. of Dr + Nurses Dr. reg. ✓ On call ✗ 1st aid —
Chg. of — Med. exam ✗ Health rec. ✗ Acc. rec. ✓
Comp. Cared for by compensation law.

29. Other welfare: ✗

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit bacon pack string ship.	E	✗	✓	✗	✓		✓	✓	*		✓	dress	
	Δ	✗	✓	✗	✓	✗	✗	—	—		—	—	
Stand ham wrapper	✗	✗	✗	✗	✗		✓	✓			✓	dress	
" trimmers	E	✗	✓	✗	✓		✓	✓			✓	dress	
beef, veill, stringmfg	✗	✗	✗	✗	✗		✓	—			✓	dress *	rubber apron
casing dept work	✗	✗	✗	✗	✗		✓	✓			✓	"	" "
Sit or stand laundry, sausage pack.	E	✗	✓	✗	✓		✓	✓			✓	dress	

Describe: Opportunity to sit, etc.

28* Complete hospital with 2 doctors on duty all day and until 12 at night. 2 nurses during day. Treatment free for all minor injuries, compensation for other injuries. Dentist does work at cheaper rate to employees.

*30 Uniforms are purchased by girl at cost from firm laundried by girl.
Rubber aprons in casing + string mfg depts are furnished by firm.

Pelosin, dept of Armour & Co

Chicago

FACTORY SCHEDULE, Sheet 2.

5-8-2

8. Halls: X

Indirect —— Cl. —— Nat.lt.o.k. —— Art.prov. —— Other ——

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	from 4th to 3rd floor	X	X	✓	✓	X	X	✓	✓	—
1	main stair	X	✓	✓	✓	X	X	✓	✓	—

Workrooms. Number 3

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
4th	cmt	✓	✓	—	4th	X	X	4th	✓	✓	✓	4th	✓	✓	✓	X
3rd	cmt	✓	✓	—	3rd	X	X	3rd	✓	✓	✓	3rd	✓	✓	✓	X
basmt	cmt	✓	✓	—	basmt	X	X	basmt	✓	✓	✓	basmt	✓	✓	✓	X

Notes Building was new and in very good condition. Very clean.

14. Clnged: by girls X men X jant. ✓ janitress ✓ other X no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Light 2 sides of 4th floor and 2 sides of 3rd floor & basement. No shades. No trees. Plenty light except in basement. Trimming glands and lard work makes it necessary. No glare here.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General artificial light, electric, green shades.

17 - 18: Glare or reflection: describe X

19. Heating system Steam pipes around room.

Sau dept of Armour & Co

Chicago

FACTORY SCHEDULE, Sheet 3.

5-8-c

20. Ventilation:
App. o.k. ✓ Art. ✗ Kind ✗
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✗
Other ✗

Sanitation:
22. Drinking facilities, loc. washroom Conv. ✓
Bblr. ✓ San ✗ Tank ✗ Cooler ✗ Faucet ✗ Other ✗
Cup, common ✗ Individual ✗ Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
5	white basins	✓	✓	✓	✓	✓	✓	✓	—	✓	2 or 3 daily

24. Toilets: Kind plumbing Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. —

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	4	4th	wkrm	✓ for part	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓

Total no. seats 4 No. wmn. per seat 4+
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✓ Other ✗ No. resp —
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. weekly Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with locker Prov. ✓ Kind room with tables & chairs
Loc. 4th fl. Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, ✗ drink only ✗ Cooking convncs ✓ Supr. ✗ If none —

Sausage dept of Armour + Co. Chicago. 5-8-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with lunch + locker Prov. ✓ Loc. 4th fl. Equip. o.k. ✓
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. X If none —

27. Cloakroom, combined with lunch + rest Prov. ✓ Loc. 4th fl Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl. hk X Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg. of Dir. nurses Dr. reg. ✓ On call — 1st aid —
Chg. of — Med. exam X Health rec. X Acc. rec. ✓
Comp. Cared for by compensation law

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
tub sealers	B	X	✓	X	X		✓	✓	*		✓	blue +	
labelers	E	X	✓	X	✓		✓	✓			✓	white	
packers	E	X	✓	X	✓		✓	✓			✓	striped dress.	
Stand													
gland trimmers	E	X	✓	X	X		✓	✓			✓		
Sit or stand													

Describe: Opportunity to sit, etc. trimmers could sit if she wishes supplied with stool.

30* Uniform furnished by girl, bought at cost from co. Laundried by girl.

Armour + Co, Lard & Butterine depts.

Chicago
5-8-2

FACTORY SCHEDULE, Sheet 2.

8. Halls: Some halls & passages were well lighted some were dark too many to classify.
Indirect X Cl. ✓ Nat.lt.o.k. X + ✓ Art.prov. ✓ Other ____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
	several stairs	X	✓	✓	✓	X	X	✓	✓	—
	all stairs in lard + butterine building about uniform in condition									

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
(butterine build.) 3rd fl	brick	✓	✓	(wet in some parts)	3rd	X	X	3rd	✓	✓	✓	3rd	✓	✓	✓	X
lard pkg building 2nd	cmt	✓	✓	—	2nd	X	X	2nd	✓	✓	✓	2nd	✓	✓	✓	X

Notes Buildings housing these depts were new and in excellent condition. walls & ceiling clean. Separate buildings but connected by bridges & passageways.

14. Clnged: by girls X men X jant. ✓ janitress X other X no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. No nat. light in lard packing or butterine depts.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Artificial light general electric some shades. Some frosted bulbs, but mostly unshaded clear bulbs.

17 - 18: Glare or reflection: describe possible glare from unshaded bulbs, bad against the dark parts of room.

19. Heating system Steam pipes. Rooms kept cool because of packing.

[illegible] & Co lard & butterine depts FACTORY SCHEDULE, Sheet 3. Chu[illegible]
5-8-c

Ventilation:
App. o.k. ✓ Art. ✓ Kind Ventilating system of pipes & exhausts. also natural vent by doors & stairs
~~Loc.~~ air not close.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X

Sanitation:
22. Drinking facilities, loc. wash rooms Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common X Individual X Kind X

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
butterine dept. 8	basins	✓	✓	✓	✓	✓	✓	X	X	✓	2 each day
lard dept 3	basins	✓	✓	✓	✓	✓	✓	X	X	✓	2 " "

24. Toilets: Kind plumbing Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✓

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
butterine dept.	1	8	4th	hall	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
lard dept.	1	2	3rd	hall	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 8 butterine 2 lard dept No. wmn. per seat 6+ in butterine dept. 18 in lard dept.
Clng. by girls X Men X Jant. X Janitress X Other matron No. resp —
Swept reg. ✓ Freq. when Wrk. hrs. ✓ Scrub reg. ✓ Freq. needed Work hrs. ✓
over needed Matron in charge all the time.

Service and Welfare.
25. Lunchroom, combined with X Prov. ✓ Kind room with tables & chairs
Loc. 4th floor butterine dept. Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, X drink only X Cooking convncs ✓ Supr. ✓ If none —

25 Same conditions practically in both lard & butterine dept in lunchroom

Co lard & butterine dept.

Chicago
5-8-C

FACTORY SCHEDULE, Sheet 4.

about same in both depts.

26. Restroom, comb. with lunch Prov. ✓ Loc. 4th fl lard 3rd fl butter Equip. o.k. ✓ couch & easy chairs
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none —

27. Cloakroom, combined with rest & lunch in both dept. Prov. ✓ Loc. 4th fl lard 3rd fl butter Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl. hk X Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service: Regular hospital in stockyards plant of Armour & Co.
Hosp. ✓ Chg. of Drs & nurses Dr. reg. ✓ On call — 1st aid —
Chg. of — Med. exam X Health rec. X Acc. rec. ✓
Comp. Cared for by compensation laws.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
girls at filling (lard can) machine	E	X	✓	rail	✓		✓	✓	*		✓	blue & white stripe dress	
Stand													
Sit or stand													
lard & butter packers	E	X	✓	rail	✓		✓	✓			✓	"	
lard & butter wrappers	E	X	✓	rail	✓		✓	✓			✓	"	

Describe: Opportunity to sit, etc. All workers provided with stools can sit or stand as they wish, as opportunity offers.

30 Uniforms. Girls buy one uniform at cost from Co. kept & laundried by girl.

Canning division Armour & Co

Chicago

FACTORY SCHEDULE, Sheet 2.

5-8-C

8. Halls: X

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
each bldg. 2	side + center	X	✓	✓	✓	X	X	✓	✓	—

Workrooms. Number 8 5 in 1st bldg - 3 in 2nd.

1st building

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
basement	cmt	✓	✓	—	basement	X	X	basement	✓	✓	✓	basement	✓	✓	✓	✓
1st fl.	cmt	✓	✓	—	1st	X	X	1st fl.	✓	✓	✓	1st fl.	✓	✓	✓	X
2nd fl.	cmt	✓	✓	—	2nd	X	X	2nd	✓	✓	✓	2nd	✓	✓	✓	X
3rd fl.	cmt	✓	✓	wet in clp'ts	3rd	X	X	3rd	✓	✓	✓	3rd	✓	✓	✓	X
4th fl.	cmt	✓	✓	—	4th	X	X	4th	✓	✓	✓	4th	✓	✓	✓	X
3rd	wood	✓	✓	—	3rd	X	X	3rd	✓	✓	✓	3rd	✓	✓	✓	✓
4th	wood	X	✓	—	4th	X	X	4th	✓	✓	✓	4th	✓	✓	✓	X
peanut 4th	wood	✓	✓	—	4th Peanut	X	X	4th peanut	✓	✓	✓	4th peanut	✓	✓	✓	X
clipped beef 4th	wood	✓	✓	—	4th clipped beef	X	X	4th clipped beef	✓	✓	✓	4th clipped beef	✓	✓	✓	X

2nd bldg.

Notes Canning division consisted of 1 building & 3rd + 4th floors of another building. Good shape throughout. Rest of building for store room. Wooden platforms for all workers on concrete floors.

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. No women face light directly. No nat. light in basement, 1st floor, 2nd floor of 1st building. Light from skylight 3rd floor & 4th floor. In 2nd building no nat. light 3rd floor 4th floor skylight, peanut room light inside. clipped beef inside. No shades.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Artificial light general electric. Some dept shades mostly unshaded bulbs.

17 - 18: Glare or reflection: describe glare from unshaded lights especially.

19. Heating system steam pipes around walls.

...ing division Armour Chicago

FACTORY SCHEDULE, Sheet 3. 5-8-c

20. Ventilation: Ventilation not good in basement, vent. only by doors " " " " 3rd fl. 2nd bldg. " " " "

App. o.k. ✓ + X Art. ✓ Kind head over cooker in room where ~~tin pack tongues etc.~~ Loc.

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes X

Other ✓ Lack of nat light in these workrooms seems to be a special problem. Also the closeness of the air in workrooms need more outside air. Buildings of plant too close together.

Sanitation:

22. Drinking facilities, loc. work rooms Conv. ✓

Bblr. ✓ San X Tank X Cooler ✓ Faucet X Other X

Cup, common X Individual X Kind X

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st floor 1st bldg	25 basins	for part only ✓	✓	✓	✓	✓	✓	X	X	✓	about 5 daily
4th flr 2nd bldg	25 basins	for part only ✓	✓	✓	✓	✓	✓	X	X	✓	" 5 daily

24. Toilets: Kind flushing Sep. ✓ If none, arrangement —

Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✓

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1st bldg 1	15	1st	of workroom	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
2nd bldg 1	36	4th	" " " "	✓	✓	✓	X	✓	✓	X	✓	X	—	✓	✓	✓

Total no. seats 51 No. wmn. per seat 3+

Clng. by girls X Men X Jant. ✓ Janitress ✓ Other X No. resp —

Swept reg. ✓ Freq. afternoon Wrk. hrs. ✓ Scrub reg. ✓ Freq. need Work hrs. X

Service and Welfare.

25. Lunchroom, combined with locker Prov. ✓ Kind room chairs tables & benches

Loc. 1st floor 4th floor Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓

Prov. hot food, X drink only X Cooking convncs ✓ Supr. ✓ If none —

canning division — Armour — Chicago 5-8-c

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with lockers & lunch Prov. ✓ Loc. 1st + 4th Equip. o.k. ✓
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none —

27. Cloakroom, combined with lunch + rest room Prov. ✓ Loc. 1st + 4th Conv. ✓ Lkr. ✓
Shlv. ✗ hngr. ✗ Wl. hk ✗ Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service: Regular hospital in Stockyards plant
Hosp. ✓ Chg. of Dr + nurses Dr. reg. ✓ On call — 1st aid —
Chg. of — Med. exam ✗ Health rec. ✗ Acc. rec. ✓
Comp. Cared for by Compensation law.

29. Other welfare: ✗

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
packers	E	✗	✓	rail	✓		✓	✓	✗		✓	blue + white	
beef inspectress	E	✗	✓	rail	✓		✓	✓			✓	white	
chipped beef labelers				rail	✓		✓	✓			✓	striped dress	
Stand													
labelers canning	E	✗	✓	✗	✗		✓	✓			✓		
Sit or stand													

Describe: Opportunity to sit, etc. All workers had seats either desk or stool whether job was sitting or standing.

Jos. Schaff Armour & Co. Chicago

FACTORY SCHEDULE, Sheet 2. 5-8-C

8. Halls:
Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
2	side + center	X	✓	✓	✓	✓	X	✓	✓	—

Workrooms. Number 5

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
4th fl.	4th fl.	wood	✓	X	oily	4th fl.	X	X	4th	✓	X	X	4th	✓	X	X	X
3rd fl.	3rd fl.	"	✓	✓	—	3rd fl.	X	X	3rd fl.	✓	X	X	3rd	✓	X	X	X
2nd fl.	2nd fl.	"	✓	✓	—	2nd fl.	X	X	2nd fl.	✓	✓	✓	2nd	✓	✓	✓	X
2nd fl. cutting room	2nd fl.	"	✓	✓	—	2nd fl.	X	X	2nd fl.	✓	✓	✓	2nd fl.	✓	✓	✓	X
1st fl.	1st fl.	wd	✓	X	oily	1st fl.	X	X	1st fl.	✓	X	X	1st	✓	X	X	X

Notes Building was rather old + walls + ceilings were dark + dingy except on 2nd floor where they were painted a light gray.

14. Clnged: by girls X men X jant. ✓ janitress X other X no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Natural light 1 side of workroom on 4th + both rooms of 2nd floor. Skylight also on 4th floor. No nat light in 3rd floor workroom. Some women face light at tacking machines 2nd floor. Sight 2 sides 1st floor. Some face light on seat machines. No shades to windows.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric light throughout building. Some lights unshaded but mostly green shades.

17 - 18: Glare or reflection: describe possible glare where girls face light

19. Heating system steam pipes overhead.

Tin Shop Armour & Co Chicago

FACTORY SCHEDULE, Sheet 3.

5-8-C

20. Ventilation:
App. o.k. X * Art. ✓ Kind Pipe with exhaust in room on 3rd floor where the ~~Loc.~~ rubber was fastened to lid of can
No vent in this room.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other Not enough outside air.

Sanitation:

22. Drinking facilities, loc. wash rooms Conv. ✓
Bblr. ✓ San X Tank X Cooler ✓ Faucet X Other X
Cup, common X Individual X Kind X

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
12	white porcelain basins	* some ✓	✓	✓	✓	✓	✓	X	X	✓	5 towels daily

23* & 24 Not convenient for all. Girls from 4th + 3rd floor come down to 2nd floor wash room & toilet

24. Toilets: Kind flushing Sep. ✓ If none, arrangement —
Flush, hand X Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✓

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	7	2nd	off dust	✓ *	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 7 No. wmn. per seat 9
Clng. by girls X Men X Jant. X Janitress X Other matron No. resp —
Swept reg. ✓ Freq. when needed Wrk. hrs. ✓ Scrub reg. ✓ Freq. 4 times weekly Work hrs. ✓
matron on duty all day.

Service and Welfare.

25. Lunchroom, combined with X Prov. ✓ Kind room table + chairs
Loc. 2nd fl Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, X drink only X Cooking convncs ✓ Supr. ✓ If none —

20* Ventilation not especially good only 1 ukroom had window on 2 sides. This place is probably very close in summer in depts where the smell of oil from machines is in the air.

Lin Shop Armour & Co. Chicago.
5-8-c

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with locker room Prov. ✓ Loc. 2nd fl Equip. o.k. ✓
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none —

27. Cloakroom, combined with rest rm Prov. ✓ Loc. 2nd fl Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl. hk X Seats ✓ Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg. of Drs + Nurses. Regular hospital for Armours stockyard plant. Dr. reg. ✓ On call — 1st aid —
Chg. of — Med. exam X Health rec. X Acc. rec. ✓
Comp. Cared for by Compensation law.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
presses	E	X	✓	—	X		✓	✓	*		✓	blue	
inspectors	E	X	✓	—	X		✓	✓			✓	+ white	
dope machine chairs	E	X	✓	—	X		✓	✓			✓	striped	
tapping machine	E	X	✓	—	X		✓	✓			✓	dress.	
Stand													
Sit or stand													
cutting machine	E	X	✓	—	X		✓	✓			✓		

Describe: Opportunity to sit, etc. All workers provided with seats. may sit or stand as their work permits.

30. Uniforms bought by girls from Co. at cost, kept + laundried by girl.

Curled Hair dept Armour & Co 5-8-c

FACTORY SCHEDULE, Sheet 2.

8. Halls: X

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
2	main stairs	X	X	not sufficient ✓	✓	✓	✓	✓	X	warn old.

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
3rd fl	wd	✓	✓	—	3rd	X	X	3rd	✓	X	X	3rd	✓	X	X	✓
2nd fl	wd	✓	X	—	2nd fl	X	X	2nd fl	✓	X	X	2nd fl	✓	X	X	✓
2nd and 2nd fl	wd	✓	X	—	2nd fl	no aisles		2nd	✓	X	X	2nd	✓	X	X	✓

Notes Building which housed hair curling dept was very old and walls & ceilings were very dingy & dark. Dust from hair covered everything.

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Windows were small and not close together. On 2nd floor lights sides, but not sufficient to work by. On 3rd floor light inside. Not light sufficient. No girls faced light. No shades.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General lights, electric, reflector shades.

17 - 18: Glare or reflection: describe Would be glare from general lights with reflector shades.

19. Heating system Steam pipes around room

Curled Hair Armour + Co 5-8-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. X Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✓ Dust bad in carding room
~~Other~~ also in room where material acing is done. Exhaust badly needed.

Sanitation:
22. Drinking facilities, loc. wk room Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other —
Cup, common X Individual X Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
3rd floor 1	long trough	X	X	✓	✓	✓	✓	✓	✓	—	—
2nd fl 4	basins	✓	X	✓	✓	✓	✓	✓	✓	—	—

24. Toilets: Kind plumbing Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓* Plb ✓* Cl. X Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	3	3rd	balcony	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	X
1	3	2	wk room	✓	✓	✓	X	✓	✓	✓	X	~~wash~~ room	—	X	✓	X

24* Some of toilets out of repair on 3rd floor

Total no. seats 6 No. wmn. per seat 14
Clng. by girls ✓ Men X Jant. X Janitress ✓ Other X No. resp X
Swept reg. ✓ Freq. ~~[illegible]~~ Wrk. hrs. ✓ Scrub reg. ✓ Freq. ~~[illegible]~~ Work hrs. X

Service and Welfare.
25. Lunchroom, combined with X Prov. ✓ Kind room with tables + chairs
Loc. 3rd floor Equip.o.k. ✓ Cln. X Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only X Cooking convncs ✓ Supr. X If none —

Curled Hair Armour & Co. 5-8-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none go home or

27. Cloakroom, combined with X Prov. ✓ Loc. end of 2nd + 3rd floor to plant hospital Conv. ✓ Lkr. ✓
Shlv. ✓ hngr. X Wl.hk X Seats ✓ Cln. X Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg.of Dr + Nurse This is the hospital for the entire soap + glue + curled hair plant Dr.reg. ✓ On call — 1st aid —
Chg.of — Med.exam X Health rec. X Acc.rec. ✓
Comp. Cared for by State compensation

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit sorters	*	X	✓	—	X								
Stand													
interlacers	X	—	X										
carders	X	—	X										
skimmers	X	—	X										
Sit or stand													

Describe: Opportunity to sit, etc. interlacers might sit if seats were provided at times when work was running well, also carders if seats were provided

30* Sorters sat on low box seat.

5-9-0

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory East Side Packing Co. Address East St. Louis, Ill.
Person interviewed J. Hebel
2. Product Meat Packing Position Superintendent
Send report to L. E. Wickham, Asst. Auditor

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	459	15	Boys	16	X	490
Women	73	—	Girls	—	—	73
Total	532	15	Total	16	—	563

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7.00 End 3.30 Lunch period 1/2 hr. Rest period X Total 8 hrs.
Saturday " 7.00 " 3.30 " " 1/2 hr. " " X " 8 hrs.
Shifts " X " X " " X " " X " X
Regular weekly number of days 6 Total weekly hours 48 hrs.
Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin End Lunch period Rest period Total
Saturday " " " " " " " "
Shifts " " " " " " " "
Regular weekly number of days Total weekly hours
Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X

6. Employment Policy:
Emplcyment manager X Or centralized method X Foremen ✓
Records kept ✓

7. Subcontract shop X Home work given out X

Date 4/10/24 Agent M. Belt

(322)

Pickle Packing

5-9-0

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. ✓ – a few of the floors dirty Nat.lt.o.k. X Art.prov. ✓ but not adequate in all halls Other ✓ corridors wet & slippery & frequently blocked with hand trucks.

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	one end of dept	X	✓	✓	✓	✓	X	✓	✓	–
2	other end	X	"	"	"	"	"	"	"	"

Workrooms. Number 9

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1) sausage packing	1	cement	✓	✓	sewing on floor	1	✓	✓	1	✓	✓	✓	1	✓	✓	✓	X
1) smoked meat	1	wood	✓	✓	"	1	"	"	1	"	"	"	1	"	"	"	"
1) sliced bacon	1	"	"	"	"	1	"	"	1	"	"	"	1	"	"	"	"
1) kitchen meat loaf	1	tile	"	"	wet slippery	1	"	"	1	"	"	"	1	"	"	"	"
2) sausage linking	2	"	"	"	"	2	"	X	2	"	"	"	2	"	"	"	"

Notes continued next sheet

14. Clnged: by girls X men X jant. X janitress X other porter no resp. –

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Sausage packing – refrigerator room: no windows. Smoked meat: windows 2 sides. Kitchen: large windows 2 sides. Sausage linking room – windows 2 sides. Meat trimming – no windows. Tag room – no windows. Inspecting room – windows 1 side. Lard packing – no windows.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Unshaded bulbs giving inadequate light, poorly general throughout plant. Slided back room etc. Bulbs just about level of eye – unshaded. Sausage linking – elec. ceiling lts. gas. sh. reflectors. Also tag room (cleaning pigs' feet).

17 - 18: Glare or reflection: describe from many unshaded bulbs

19. Heating system Sausage packing – none. Smoked meat – steam coils on one wall. Kitchen – heat from plant.

(continued)
East Side Packing

5-9-0

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number_____

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2) trimming rooms		tile	✓	✓	wet slippery	2	✓	✓	2	✓	✓	✓	2	✓	✓	✓	X
3) hog room		"	✓	✓	"	3	X	X	3	✓	✓	✓	3	✓	✓	✓	X
1) retrim + inspect hogs' cheeks		wood	✓	✓	—	1	X	X	1	✓	✓	✓	1	✓	✓	✓	✓
1) lard packing		"	"	"	"	1	✓	X	1	✓	✓	✓	1	✓	✓	✓	X

Notes_____

14. Clnged:by girls_____ men_____ jant._____ janitress_____ other_____ no resp._____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc._____

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual)_____

17 - 18: Glare or reflection: describe_____

19. Heating system_____

5-9-0

Roof Fish Packing

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. ✓ Kind Window exhaust fan
Loc. Meat loaf kitchen. also sausage linking room.

21. **Special prob.**
Heat -Cold-Dust-Lint-Humid.-Fumes –
Other Wet & slippery floors.
Almost not daylight

Sanitation:
22. Drinking facilities, loc. workroom Conv. ✗
Bblr. ✗ San – Tank ✓ * Cooler – Faucet – Other –
Cup, common – ✗ Individual ~~✓~~ ✗ Kind ~~buckets~~
* Lot of the girls have little buckets in which they get water to drink

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	trough (return)	✓	✓	✓	✓	✗	✓	✓	✗	✗	weekly
1	basin (locker room)	✓	✓	✓	✓	✗	✓	✓	✗	✗	"

24. Toilets: Kind Plbg Sep. ✓ If none, arrangement –
Flush, hand ✗ Auto. seat ✓ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	2	hall	✓-*	✓	✓	✗	✓	✓	✓-**	✓	✗	–	✓	✓	✓

* Inconvenient for at least half the girls
** Semi-enclosed. Still, no door on B-C.

Total no. seats 2 No. wmn. per seat 37
Clng. by girls ✓ Men ✗ Jant. ✗ Janitress ✗ Other porters & scrubs No. resp –
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. weekly Work hrs. ✗

Service and Welfare.
25. Lunchroom, combined with lockers & dress Prov. ✓ Kind lunchroom
Loc. 2nd fl. Equip.o.k. ✗* Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only ✗ Cooking convncs ✗ Supr. ✗ If none ✗

* Tables & benches (no backs)

room contains lockers, tables + benches. Inner room - toilets + basins
lockers. Very crowded. Plan to enlarge. Most girls eat at home,
living in neighborhood. Those who stay bring lunches + supt. says they are foreign
probably would not buy if they did sell stuff. Short lunch hour for those going home (1½ hrs)

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none ✓

27. * Cloakroom, combined with lt + lockers + dressing + lunch Prov. ✓ Loc. 2nd fl. Conv. X Lkr. ✓
Shlv. X hngr. X Wl.hk X Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. X If none X lkr. — shlv. — hngr. — Wl. hk —

* for only about 1/3 of 3

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call ✓ 1st aid ✓ iodine + bandages
Chg.of timekeeper Med.exam — Health rec. — Acc.rec. ✓ Doc. doctor
Comp. Under State law. Acc. ins. outside co. makes report of all accidents.
Carbon kept in plant

29. Other welfare: —

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Stand ~~Sit~~ lard packing	—	—	—	—	—	X	✓	✓	X	X	✓	—	✓ *
meat trimming (cut + clean from fat)	—	—	—	—	—								
clean pigs' feet	—	—	—	—	—								
Stand													
sausage packing	—	—	—	—	—								
wrapping smoked meat	—	—	—	—	—								
shell bacon packing	—	—	—	—	—								
Sit or stand													
meat loaf cooking	—	—	—	—	—								
opening mince hamburgers	—	—	—	—	—								
linking sausage	—	—	—	—	—								
(Sit) spiced weighing	F	X	✓	—	X								
(stand) return + inspect hogs' cheeks	—	—	—	—	—								

* White coats + in some cases, caps. Some wear rubber aprons, also + girls preparing casings wear leather high boots.

Laundered by company

Describe: Opportunity to sit, etc.

Floors: sausage packing: cement thickly covered with sawdust. Stand on boards. Smoked meat + sliced bacon same.

Kitchen: meat loaf cooking - red tile - very wet, very slippery. Girls wear boots + stand on boards.

Trimming room - same

Illinois

Other Food

12 Schedules

Illinois-Other Food

U. S. Department of Labor
WOMEN'S BUREAU
Washington

Other food

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory John B Caney & Co Address 310 W Grand Ave
Person interviewed Mr J V Caney
2. Product Macaroni spaghetti Position President

3. Number employed:

	W.	C.		W.	C.	Total
Men	34	X	Boys	X	X	34
Women	22	20	Girls	2	X	44
Total	56	20	Total	2	X	78

Day

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 800 End 430 Lunch period 30 Rest period X Total 8

Saturday " 800 " 1230 " " X " " X " 4 1/2

Shifts " X " X " " X " " X " X

Regular weekly number of days 5 1/2 Total weekly hours 44 1/2

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Busy season in winter but not heavy enough to take on additional workers. Factory closes for week of July with Inventory.

6. Employment Policy:
Employment manager X Or centralized method X Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 2/27/24 Agent C E Perault

(322)

7-1-c

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	Inside bldg	x	✓	✓	✓	x	x	✓	✓	—

Workrooms. Number 2

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2nd floor	1	wood	✓	✓	—	1	x	x	1	✓	✓	✓	1	✓	✓	✓	x
3rd floor	2	wood	✓	✓	—	2	x	x	2	✓	✓	✓	2	✓	✓	✓	x

Notes x

14. Clnged:by girls x men x jant. x janitress x other colored women no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Modern factory windows at one end of work room. No shades or awnings.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric lighting no shades or reflectors.

17 - 18: Glare or reflection: describe Glare from unshaded bulbs.

19. Heating system Steam heat, pipes around room, under benches, girls sit at benches, no opening for heat escape in back of bench.

7-1-c

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Fan exhaust
Loc. In wall between two work rooms. Zinc pipe air shaft, from drying room to out door air.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes
Other two girls weighing, are in a room partitioned off from packing room, this room is not heated. Girls have indoing hats + coats. Also girls sit on benches on heating pipes in some cases

Sanitation:
22. Drinking facilities, loc. In toilet room Conv. ✓
Bblr. X San X Tank X Cooler X Faucet ✓ Other —
Cup, common — Individual ✓ Kind workers bring own

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	6 Basins	✓	✓	✓	✓	✓	✓	X	X	✓	2 ce Daily
2	1 Basin	✓	✓	✓	✓	✓	✓	X	X	✓	2 ce Daily

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
colored 1	2	2	offwh	✓	✓	X	X	✓	✓	✓	✓	X	X	✓	✓	✓
white 2	3	3	offwhite	✓	✓	X	X	✓	✓	✓	✓	X	X	✓	✓	✓

Total no. seats 5 No. wmn. per seat col. 10 white 7
Clng. by girls X Men X Jant. X Janitress X Other colored woman No. resp —
Swept reg. ✓ Freq. 100 Wrk. hrs. ✓ Scrub reg. ✓ Freq. 2 ce wk Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with X Prov. X Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none ✓

7-1-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. ____ Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none ✓

X 27. Cloakroom, combined with X Prov. ✓ Loc. offwk Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl.hk ✓ Seats X Cln. ✓ Lgt.nat. X Art. ✓
Vent.o.k. X Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call ✓ 1st aid ✓
Chg.of Offic Clerk Med.exam X Health rec. X Acc.rec. X
Comp. Compensation not insured.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand Weighers	X	X	X	X	X	X	✓	✓	✓	X	✓	bungalow	X
Sit or stand													
Feeders	H	X	✓	F	✓	X	✓	✓	✓	X	✓	bungalow	X
Packers	H	X	✓	F	✓	X	✓	✓	✓	X	✓	bungalow	X

Describe: Opportunity to sit, etc. Weighers would have to make use of crates or boxes for seats.

(27) Lockers are too small, girls hang coats on wall hooks out side lockers. Lockers are use for lunches + hats.

Colored + white work in separate rooms, but use same locker room.

Illinois

Patent Medicines, Chemical Products & Soap.

13 Schedules

Illinois - Patent Medicines, Chemical Products

15-1-e

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
Chicago, Ill.

1. Name of factory Armours Soap Works Address 1355 W. 31st St.
Person interviewed Mr. A. J. O'Connor
2. Product Soap & Toilet Preparations Position Empl. Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	255	88	Boys	X	X	343
Women	194	39	Girls			233
Total	449	127	Total			576

Rouge dept included, men & women.

Night

	W.	C.		W.	C.	Total
Men	/	/	Boys	/	/	/
Women	/	/	Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:00 End 3:30 Lunch period 30 min Rest period X Total 8 ✓

Saturday " 7:00 " 3:30 " " 30 min " " X " 8

Shifts " X " X " " X " " X " ____

Regular weekly number of days 6 Total weekly hours 48 ✓

Shifts weekly number of periods X Total shifts weekly hours ____

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date May 24 & 26 '1924 Agent M. H. Turner.

(322)

15-1-C

FACTORY SCHEDULE, Sheet 2.

8. Halls: X

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
several stairs		X	✓	✓	✓	X	X	* ✓	✓	—
in building about										
3 main lines										
several leading										
only from 1 floor										
to other										

9* Stairs in upper part of building clean. Not so clean on lower floors.

Workrooms. Number _____

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
7th	cmt	✓	✓	—	7th	X	X	7th	✓	✓	✓	7th	✓	✓	✓	X
5th 1st	cmt	✓	✓	—	5th 1st	X	X	5th 1st	✓	✓	✓	5th 1st	✓	✓	✓	X
* 5th 2nd	cmt	✓	✓	*slippery	5th 2nd	✓ machines	✓	5th 2nd	✓	✓	✓	5th 2nd	✓	✓	✓	X
4th	cmt	✓	✓	—	4th	X	X	4th	✓	✓	✓	4th	✓	✓	✓	X
3rd	cmt	✓	✓	—	3rd	X	X	3rd	✓	✓	✓	3rd	✓	✓	✓	X
2nd	cmt	✓	X	soap accumu	2nd	✓ trimmings	✓	2nd	✓	X	X	2nd	✓	X	X	X

* 5th floor 2nd room floor slippery from soap powder. Missing done there.

Notes Building was not uniformly kept. Upper floors very clean lower floors dirty. Building was part new + part old. May help to account for different conditions

14. Clnged: by girls X men X jant. ✓ janitress X other X no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. All workrooms except 7th floor light 1 side. 7th floor light 2 sides. 5th floor 1st room light 1 side + skylight. No workers face light directly. Mostly side + shade except places where they are about at work. All windows frosted no shades.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric light throughout plant. White globes on 7th floor, white shades 5th floor. Other floors reflector shades.

17 - 18: Glare or reflection: describe On floors where reflectors were used would be glare from lights.

19. Heating system Steam pipes around walls

15-1-c

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ * Art. ✓ Kind fan exhaust
Loc. 5th floor mixing room.

* Not O.K. in 5th floor mixing room. More efficient exhausts needed. Fumes from mixing soaps.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes fumes from mixing soaps where perfume is put in at the shreds pressed into cakes.
~~Other~~

Sanitation:

22. Drinking facilities, loc. each wk room Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common X Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
7th fl 4	troughs	✓	✓	✓	✓	✓	✓	✓	✓	—	—
5th fl 3	"	✓	✓	✓	✓	✓	✓	✓	✓	—	—
4th fl 4	"	✓	✓	✓	✓	✓	✓	✓	✓	—	—
3rd 1	"	✓	X	✓	✓	✓	✓	✓	✓	—	—
2nd 1	"	✓	X	✓	✓	✓	✓	✓	✓	—	—

* 24. Toilets: Kind plumbing Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. ~~seat~~ ✓ Repr ✓ Plb ✓ Cl. ✓ + X Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	3	7th	wkrm	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
1	6	5th	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
1	4	4	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
1	4	3	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	X
1	4	2	" "	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	X

Total no. seats 21 No. wmn. per seat 9+ Average for soap works 8+
Clng. by girls X Men X Jant. ✓ Janitress ✓ Other — No. resp —
Swept reg. ✓ Freq. 1 a day Wrk. hrs. X Scrub reg. ✓ Freq. 1 a wk Work hrs. X

Service and Welfare.

25. Lunchroom, combined with X Prov. ✓ Kind room with table + chairs
Loc. each fl Equip.o.k. ✓ Cln. * ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only X Cooking convncs ✓ Supr. X If none —

#25 Lunchroom not clean on 2nd & 3rd floors.
* 24. Toilets on 5th 3rd + 2nd floors automatic flush. Toilets of type where all in room flush at once. Not clean on these floors.

15-1-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none go home or to plant hospital.

27. Cloakroom, combined with X Prov. ✓ Loc. each fl Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl.hk X Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg.of dr + nurse full time Dr.reg. ✓ On call — 1st aid —
Chg.of — Med.exam for minority Health rec. X Acc.rec. ✓
Comp. Cared for by compensation law.
* Vaccinate all colored women when desired.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform *							
	Kind	Adj.	No. c.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit packers	E	X	✓	rail	✓								
wrappers	E	X	✓	rail	✓								
bottle washers	E	X	✓	rail	✓								
labelers	E	X	✓	"	✓								
Stand fillers	E	X	✓	—	X								
sprinklers	E	X	X	—	X								
some packers	E	X	X	—	X								
Sit or stand													
most all girls could sit if stand as they wished													

Describe: Opportunity to sit, etc. Most washers were provided with a seat of some kind either a box or stool so could sit if had time.

* Uniforms are not required but some girls wore the Armour dress of blue + white striped wash goods which they could get at plant. No uniforms furnished nor laundried.

...or Rouge Dept part of soap. 15-1-c

FACTORY SCHEDULE, Sheet 2 (a)

Walls: x

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	center	x	✓	✓	✓	x	✓	✓	✓	—

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2nd fl	wd	✓	x	dusty	2nd	x	x	2nd	✓	x	✓	2nd	✓	x	✓	✓

Notes Work rooms were only partially separated so sound conditions found in both. The red powder that forms the rouge covered everything, walls floors & ceilings. Not flying in air however.

14. Clnged:by girls x men x janit. ✓ janitress x other x no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Windows on sides, some women packing & wrapping cloths face light. No shades

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric lights shades,

17 - 18: Glare or reflection: describe Possible glare from windows where girls face light.

19. Heating system Radiators at intervals around walls

Rouge Dept, Part of soap 15-1-C

FACTORY SCHEDULE, Sheet 3(a)

Ventilation:

App. o.k. X Art. X Kind —

Exhaust needed as ceiling was low and room would be very warm in summer. ~~Loc.~~

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes The red powder from outside ~~Other~~ range is opaque might be a problem. It did not seem to be flying in the air but everything was covered with it in the vestibule place

Sanitation:

22. Drinking facilities, loc. washroom Conv. ✓

Bblr. ✓ San X Tank X Cooler X Faucet X Other X

Cup, common X Individual X Kind —

23. Washing facilities If none, where wash

	No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
white girls wash room	1	sinks	✓	✓	✓	✓	✓	✓	✓	✓	—	—
colored girls wash room	1	sinks	✓	✓	✓	✓	✓	✓	✓	✓	—	—

24. Toilets: Kind plumbing Sep. ✓ If none, arrangement ✓

Flush, hand ✓ Autb. seat X Repr. ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt.

	No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
white	1	3	2	wash	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
colored	1	3	2	wash	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 6 No. wmn. per seat 5+ see average for soap works

Clng. by girls X Men X Jant. X Janitress ✓ Other X No. resp X

Swept reg. ✓ Freq. 1 a da Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 a wk Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with X Prov. X Kind —

Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —

Prov. hot food, X drink only X Cooking convncs ✓ Supr. — If none eat in work room

Rouge Slept, part of soap. 15-1-C

FACTORY SCHEDULE, Sheet 4.(a)

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with X Prov. ✓ Loc. 2nd fl. Conv. ✓ Lkr. ✓ one for colored + one for white
Shlv. ✓ hngr. X Wl.hk X Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg.of Dr + nurse Dr.reg. ✓ On call — 1st aid —
Chg.of — Med.exam — Health rec. X Acc.rec. ✓
Comp. Cared for by compensation

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
packers	E	X	✓	—	X								
compact machine	E	X	✓	—	X								
labelers	E	X	✓	—	X								
Stand													
Sit or stand													

Describe: Opportunity to sit, etc. —

15-10-8

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Monroe Drug Co Address Quincy Ill.
Person interviewed E. N. Monroe
2. Product Dyes + cleaning Prod. + Drugs Chemicals Position President

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	34	1	Boys			35
Women	41	14	Girls			55
Total	75	15	Total			90

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7 30 End 5 30 Lunch period 1 hr Rest period X Total 9 ✓

Saturday " 7 30 " 1 00 " " X " " X " 5 1/2

Shifts " X " X " " X " " X " X

Regular weekly number of days 5 1/2 Total weekly hours 50 1/2

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date 5/2/26 Agent C E Perrault

(322)

15-10-0

Direct ___ Cl. ___ Nat.lt.o.k. ___ Art.prov. ___ Other ___

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	Inside bldg	X	✓	✓	✓	X	X	✓	✓	—
1	Inside bldg	X	✓	✓	✓	X	X	✓	✓	—

Workrooms. Number 3

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st	Cem	✓	✓	—	1st	X	X	1st	✓	✓	✓	1st	✓	✓	✓	X
3rd	"	"	"	—	3rd	X	X	3rd	✓	✓	✓	3rd	✓	✓	✓	X
4th	"	"	"	—	4th	X	X	4th	✓	✓	✓	4th	✓	✓	✓	X

Notes Floors in new building only sixmos, walls + ceiling very clean.

14. Clnged:by girls X men — jant. — janitress — other parts no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Large modern factory windows half trans + half opaque glass. Curtains in rooms facing south & E.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric lighting large pan reflectors.

17 - 18: Glare or reflection: describe Glare where girls face light.

19. Heating system Steam radiators around wall girls not near.

15-10-0

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. X Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes dye dust from envelope
Other filling machines. No artificial ventilation at present but permits put in a system every room.

Sanitation:
22. Drinking facilities, loc. in washroom Conv. ✓
Bblr. ✓ San ✓ Tank — Cooler — Faucet — Other —
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	two basins	✓	✓	✓	✓	✓	✓	X	X	✓	1x daily
1	4 basins	✓	✓	✓	✓	✓	✓	X	X	✓	" "
1	4 basins	✓	✓	✓	✓	✓	✓	X	X	✓	" "
1	3 basins	✓	✓	✓	✓	✓	✓	X	X	✓	" "

24. Toilets: Kind Sep. If none, arrangement
Flush, hand Auto. seat Repr Plb Cl. Paper Instrt.

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	1st	off	✓	✓	✓	X	✓	✓	X	✓	X	X	✓	✓	✓
1	2	3rd	dok	✓	✓	✓	X	✓	✓	X	✓	X	X	✓	✓	✓
1	2	3rd	room	✓	✓	✓	X	✓	✓	X	✓	X	X	✓	✓	✓
1	2	4th	"	✓	✓	✓	X	✓	✓	X	✓	X	X	✓	✓	✓
Partitions only between seats.																

Total no. seats 8 No. wmn. per seat 5
Clng. by girls X Men X Jant. X Janitress X Other night watch No. resp —
Swept reg. ✓ Freq. daily Wrk. hrs. X Scrub reg. ✓ Freq. daily Work hrs. X

Service and Welfare.
25. Lunchroom, combined with X Prov. X Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none ✓

15-10-0

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. If none ✓

27. Cloakroom, combined with toilet Prov. ✓ Loc. offices Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl.hk X Seats X Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. — If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call X 1st aid ✓
Chg.of chief Worker Med.exam X Health rec. X Acc.rec. ✓
Comp. Ins + Comp

29. Other welfare: One year service, entitles worker to Insurance plan Poor policy.

30. Occupations	Seats X			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Paste for handles	*		✓										✓
Strips " "	"		✓										✓
Crimping tubes	"		✓										✓
~~Stand~~			✓										✓
Bud envelope filler	"		✓										✓
automatic													
Envelope fills hand	"	✓	✓										✓
~~Sit or~~ stand													
Pack	X	X	✓										

Describe; Opportunity to sit, etc. Girls sit all day moving only to get supplies

(30) Seats varied as same job, round back kitchen, straight back kitchen; adjustable saddle seat spring back, replacing kitchen chairs.

15-9-0 ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Aluminum Ore Co. Address East St. Louis
Person interviewed Mr. Rankin
Position Supt.

2. Product Separating aluminum powder from the emulsoids. - chemical.

3. Number employed:

	Day W.	Day C.		Day W.	Day C.	Day Total
Men	944	475	Boys			1419
Women	14	— ✓	Girls			14
Total	958	475	Total			1433

includes men on all three shifts. Could not separate how many were on each. no women except on the one shift.

	Night W.	Night C.		Night W.	Night C.	Night Total
Men	see	see above	Boys			see above
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 End 4 45 Lunch period 45 Rest period — Total 8

Saturday " 8 " 4 45 " " 45 " " — " 8

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager ✓ Or centralized method — Foremen —
Records kept ✓

7. Subcontract shop X Home work given out X

Date 4/10/24 Agent H. M. H.

(322)

15-9-0

Aluminum Ore Co.

FACTORY SCHEDULE, Sheet 2.

To get to coil wind room women had to walk thro' long machine shop.

Halls: X

Indirect _____ Cl. _____ Nat.lt.o.k. _____ Art.prov. _____ Other _____

9. Stairway: none where women worked

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number 2

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Coil wind	1	crosote blocks	✓	* See below		1st fl	✓	X	1st fl.	✓	X	✓	1st fl	✓	X	✓	X
Bay dept																	

Notes * with crosote blocks which are black, you can't tell whether it is clean or dirty

14. Clnged: by girls X men ✓ jant. X janitress X other X no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. coil rm - modern daylight wind - semi transp
Bay Dept. sash wind 2 sides.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) general ~~only~~ electric lt. flat reflectors in coil room.
Bay Dept. large pan shaped reflectors

17 - 18: Glare or reflection: describe X

19. Heating system Steam radiators along wall.

Aluminum Ore Co

15-9-0

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes / 1 in bag dept + from mending old sacks. However this dust does not seem to be in the air, there is much on floor but not around in an objectionable way.
Other X

Sanitation:
22. Drinking facilities, loc. 1 in cloak room (coil wind) 1 in wk rm (bag dept) Conv. ✓
Bblr. ✓ bag dept San X Tank X Cooler ✓ Faucet ✓ coil wind Other X
Cup, common X Individual X Kind have own.

23. Washing facilities — If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	3 white wash basins	✓	✓	✓	X	✓	X	—	—	—	—
1	2 white wash basins	✓	✓	✓	X	✓	X	—	—	—	—

24. Toilets: Kind plumb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	* 2	1st fl.	White rm	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓
1	1	1st fl.	White rm	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

concrete, fl-drain
Concrete floor with drain

* - sanitary seats.

Total no. seats 3 No. wmn. per seat 5
* Clng. by girls ✓ Men ✓ Jant. X Janitress X Other X No. resp X
See below Swept reg. ✓ Freq. 1 a wk Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 a wk Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with X Prov. X Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none eat in cloak rm.

* In coil room girls take turns sweeping + scrubbing the toilet room.
In Bag dept. " " " " + cleaning the room. Foreman ~~also~~ himself scrubs it 1 a wk.

15-9-0

Cumberland Ore Co

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt.nat. _____ Art. _____ Vent.o.k. _____ Supr. _____ If none ✓

27. Cloakroom, combined with toilet rm Prov. ✓ Loc. Toilet rm Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl.hk X Seats In use for toilet Clnl ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service
Hosp. ✓ Chg.of Man Nurse in day. Dr. at night Dr. reg. ✓ Dr. at night 8-9 a.m. every day. On call _____ 1st aid ✓ all done in hospital
Chg. of _____ Med.exam X Health rec. X Acc.rec. ✓
Comp. ✓ under Comp Act - Self insured.

29. Other welfare: _____

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit stitchers	* K	X	✓	X	✓	X	X	X	—	—	—	—	—
Stand folders stitching helpers	*	X	✓	—	—	X	X	X	—	—	—	—	—
Sit or stand coil winders	J	X	✓	Boxes	✓	X	X	X	—	—	—	—	—

Describe: Opportunity to sit, etc. * K. barrels with pad on it of bag material could be made adjustable by taking off part of padding.

In Coil room - women only wind the coils for the motors.

15-13 0

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

E. St. Louis. Ill.

1. Name of factory Certain-teed Products Co. Address 17th + Southern R.R.
Person interviewed Mr. J. A. Kroenger.

2. Product composition roof shingles Position General Mgr.
Mr. Matoushek - timekeeper

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	156	140	Boys			296
Women	25	—	Girls			25
Total	181	140	Total			321

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Could not separate no. men on night shift.

4. Firm's scheduled hours:

Daily: Begin [illegible] End [illegible] Lunch period [illegible] Rest period [illegible] Total [illegible]

Saturday " [illegible] " [illegible] " " [illegible] " " [illegible] " [illegible]

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 60

Shifts weekly number of periods Total shifts weekly hours

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X Was a little slack Nov - Jan this last yr. But that is not a general condition each yr.

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ~~complete~~ records not very extensive ones.

7. Subcontract shop X Home work given out X

Date 4/18/24 Agent H. M. H.

(322)

Card
19 day
6 night

Rain-tred Products Co.

15-13-0

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway: none

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number_____

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Ship+pack 1st floor		concrete	✓	✓	X	1	X	X	1	✓	✓	X	1	✓	✓	X	X
Fill plastic cement 2nd 1st fl.		cement	broken	X	X	1	* X ✓	X	1	✓	X	wood	1	✓	X	X	X
Fill lap cement 1st fl.		cement	✓	✓	X	1	X	X	1	✓	✓	✓	1	✓	✓	✓	X

Notes * To get into this room one had to duck ones head to get under a pipe which went about 4 ft. from ground.

14. Clnged:by girls X men X jant. X janitress X other X no resp. X
6 sweepers continually at work.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Ship+pack: a few wind in 1 side. Monitor roof
Fill + Label windows sash - 2 sides
Fill lap cement. 1 wind one side - wire glass. 2 large doors one each side (room is small)

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) gen Ship+pack. gen. lt. flat reflectors
Fill + Label gen lt. unshaded bulbs.
Fill lap cement - gen lt - flat reflectors -

17 - 18: Glare or reflection: describe X in Fill+label room. bulb hung low.

19. Heating system Ship-room hot air large circular opening in pipes overhead.
2 fill cement rooms. steam pipes on wall. very small in plastic cement room. is probably quite cold here in cold weather.

...and Products Co.

15-13-0

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes See 19
Other

Sanitation:
22. Drinking facilities, loc. in wk rms Conv. ✓ X → girls in fill cement rooms must go a little distance
Bblr. ✓ San X Tank X Cooler Spring Faucet X Other X
Cup, common X Individual X Kind X

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	1 trough	* ✓	✓	✓	✓	X	✓	✓	✓	—	continuous

* for all except girls in fill cement rooms. There were only 3 in all - of them.

24. Toilets: Kind flush Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat — Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv. see rpt on 23	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	1	In wk rm	✓ -	✓	✓	X	✓	✓	1 ✓ X *	✓	X	-	✓	✓	✓

1 door was broken off one compartment. Mgr. said he would have it replaced.

Total no. seats 2 No. wmn. per seat 13
Clng. by girls X Men X Jant. ✓ Janitress X Other — No. resp X
Swept reg. ✓ Freq. da Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1x wk Work hrs. ✓

Service and Welfare.
25. Lunchroom combined with Prov. Kind
Loc. Equip.o.k. Cln. Lt.Nat. Art. Vent.o.k.
Prov. hot food, drink only Cooking convncs Supr. If none

...ted Products Co.

15-13-0

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with_____ Prov._____ Loc._____ Equip. o.k. cot table chairs
Cln._____ Lgt.nat._____ Art._____ Vent.o.k._____ Supr._____ If none_____

room

27. Cloakroom, combined with_____ Prov. ✓ Loc. ✓ Conv. ✓ Lkr. X
Shlv. ✓ hngr. X Wl.hk ✓ Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —
time clock.

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call ✓ 1st aid ✓
Chg.of foremen Med.exam X Health rec. X Acc.rec. ✓
Comp. Under comp Act. Ins. Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit ~~fill lufcement~~													
Stand count shingles put up nails, weighing cakeing. fill & label plaster cement	** X	—	—	—	—	X	X	X	—	—	—	—	—
Sit or stand fill lufcement.	*E	X	✓	X	X	✓	X	✓	X	X	✓	coveralls ✓	

Describe: Opportunity to sit, etc. * high stools.
** could sit on the bundles of material when not working.

Illinois

Furniture

6 Schedules

Illinois-Furniture

16-2-e

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory American Furniture Novelty Co Address 2617 Flournoy
Person interviewed Mr. Buckman
2. Product Fine furniture - tables & cabinets Position "an officer"

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	131	9	Boys	—	—	140
Women	5	29	Girls	—	—	34
Total	136	38	Total	—	—	174

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:30 End 5:00 Lunch period 30 m. Rest period x Total 9 hrs.

Saturday " 7:30 " 12:30 " " x " " x " 5 hrs.

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours 50 hrs.

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Busiest fall and winter

6. Employment Policy:
Employment manager x Or centralized method Supt. Foremen x
Records kept x

7. Subcontract shop x Home work given out x

Date 5-18-'24 Agent R Voxes

(322)

Cards

34 use — { 29 Col.
05 White

...ts:
Indirect ___ Cl.

9. Stairway:

No.	Location	Wind-ing

American Furniture Novelty Co.
16-2-C

FACTORY SCHEDULE, Sheet 2.

Walls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	in well	x	✓	✓	✓	x	x	✓	✓	—
1	in workroom	x	x	✓	✓	✓	x	✓	✓	—

Workrooms. Number 6

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Spr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	✓	—	1	✓	x	1	✓	x	✓	1	✓	x	x	x
2	"	✓	✓	—	2	x	x	2	✓	✓	✓	2	✓	✓	✓	x
3	"	✓	✓	—	3	x	x	3	✓	✓	✓	3	✓	✓	✓	x
3	"	✓	✓	—	3	x	x	3	✓	✓	✓	3	✓	✓	✓	x
4	"	✓	x	Floor gamma from [illegible]	4	x	x	4	✓	✓	✓	4	✓	✓	✓	x
4	"	✓	✓	—	4	x	x	4	✓	✓	✓	4	✓	✓	✓	x

Notes

14. Clnged: by girls x men x jant. x janitress x other porters no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain glass sash windows on 3 sides of each workroom. Women stitching & rubbing in filler face light. No shades.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General lighting throughout. Pan shaped reflectors in most of plant, in one room lights unshaded & without reflectors. On 2 of sew machines were unshaded lights.

17 - 18: Glare or reflection: describe From unshaded lights on sew room. Not particularly bad from naturally, because not facing light continually

19. Heating system Coils overhead.

American Furniture Novelty.
16-2-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. x-sawroom ✓-rest of plant Art. ✓ Kind Hoods over saws & exhaust. Hoods over varnish & spray with exhaust.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✓ In saw room. Much dust in air in spite of fact that bulk of it was carried off by exhausts. Heavy work of colored women staining furniture - lifting quite large pieces & dipping them in trough of stain.
Other

Sanitation:
22. Drinking facilities, loc. in workrooms Conv. ✓
Bblr. x San x Tank ✓ Cooler ✓ Faucet ✓ Other -
Cup, common x Individual ✓ - Kind Boxing and (over)

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	lendm. basin	✓	x	✓	✓	✓	x	—	—	—	—
1	" "	✓	✓	✓	✓	✓	x		—	—	—
1	" "	✓	✓	✓	✓	✓	x	—	—	—	—

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat x Repr ✓ Plb ✓ Cl ½-x ½-✓ Paper ✓ Instrt. x

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	2	offwkrm. *	✓	✓	✓	x	✓	✓	✓	✓	x	—	✓	✓	x
1	2	3	"	✓	✓	✓	x	✓	✓	✓	✓	x	—	✓	✓	moderate
1	2	4	"	✓	✓	x	x	✓	✓	✓	✓	x	—	✓	✓	"

* For workers on 2nd fl., but those on 1st floor tend to use it too.

Total no. seats 6 No. wmn. per seat 6
Clng. by girls x Men x Jant. x Janitress x Other scrubwoman No. resp x
Swept reg. ✓ Freq. dly Wrk. hrs. ✓ Scrub reg. x Freq. — Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. x Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none —
Eat in workrm.

22.- Supposed to be filtered water in cooler on each floor. Two of them were empty. Apparently used water from faucet most of time. Was said that workers furnished own glasses, but was a milk bottle sitting by faucet which was apparently used indiscriminately.

26. Restroom, c
Lgt
Clr.

27. Cloakroom
Shlv. o.k.

American Furniture Novelty.
16-2-2

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. x Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. x Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl.hk — Seats — Cln. — Lgt.nat. — Art. —
Vent.o.k. — Supr. — If none ✓ lkr. ✓ shlv. x hngr. x Wl. hk ✓
In toilet rooms.

28. Health Service:
Hosp. x Chg.of — Dr.reg. x On call ✓ 1st aid kit
Chg.of day care Med.exam x Health rec. x Acc.rec. x
Comp. Under compensation law - Insurance carried.

29. Other welfare: x

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand Saw girls	—	x	x	—	x	x	x	✓	✓	x	✓	covered	x
~~[illegible]~~													
wrapping	—	x	x	—	x	x	x	x	x	—	—	—	✓
filling	—	x	x	—	x	—	—	—	—	—	—	—	—
~~Sit or~~ stand													
staining	—	x	x	—	x	—	—	—	—	—	—	—	—
washing	—	x	x	—	x	—	—	—	—	—	—	—	—
sanding	—	x	x	—	x	—	—	—	—	—	—	—	—

Describe: Opportunity to sit, etc. Nothing but ends of benches or ~~[illegible]~~ unfinished furniture to sit on.

16-5-0

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Inman Veneer Co. Address Mound City
Person interviewed Mr. Williams
2. Product Furniture veneer Position Office Manager

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	56	32	Boys	—	—	88
Women	15	10	Girls	—	—	25
Total	71	42	Total	—	—	113

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 6:45 End 5:30 Lunch period 45 min Rest period x Total 10

Saturday " 6:45 " 3:30 " " 45 min " " x " 8

Shifts " — " — " " — " " — " —

Regular weekly number of days 6 Total weekly hours 58

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Not conspicuously, heaviest from May to December.

6. Employment Policy:
Employment manager x Or centralized method x Foremen x
Records kept x

7. Subcontract shop x Home work given out x

Date 4-24-'24 Agent Roris

(322)

Inman Veneer

16-5-0

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
—	—	—	—	—	—	—	—	—	—	—

Workrooms. Number 3 (adjoining bldgs.)

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
/	wood	✓	✓	—	/	×	×	/	✓	✓	×	/	✓	✓	×	×
/	"	✓	✓	—	/	×	×	/	✓	✓	×	/	✓	✓	×	✓
/	"	✓	✓	—	/	×	×	/	✓	✓	×	/	✓	✓	×	✓

Notes May not be exactly accurate to say that ceilings in two drying rooms were low, but the roof sloped down at the sides and the hanging sheets of veneer made it necessary to duck the head.

14. Clnged by girls × men × jant. ✓ janitress × other × no resp. ×

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain glass sash windows on 4 sides of each room, but low on 2 sides of drying rooms & practically covered by hanging sheets of veneer. Skylight also in other room.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General drop lights, unshaded bulbs.

17 - 18: Glare or reflection: describe Artificial might cause glare for a few, but inclined to think no trouble from shadows when artificial used.

19. Heating system Coils around wall under windows

Inman Veneer

16-5-0

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. sawroom ✓ ~~Imp. room~~ ✗ Art. ✗ Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes In drying room
Other Cut-off saws only partially guarded

Sanitation:
22. Drinking facilities, loc. in workroom Conv. ✓
Bblr. ✓ San ✗ Tank — Cooler — Faucet — Other —
Cup, common ✗ Individual ✗ Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	crom. basin	✓	✗	✓	✗	✗	✗				

24. Toilets: Kind pit Sep. ✓ If none, arrangement —
Flush, hand ✗ Auto. seat ✓ Repr ✓ Plb ✓ Cl. ✗ Paper ✓ Instrt. ✗

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	1	wheelrm	✓	✓	✗	✗	✓	✓	✓	✓*	✓	✗	✓	✓	✗

*- Could be - a window, but closed.

Total no. seats 2 No. wmn. per seat 124
Clng. by girls ✓ Men ✗ Jant. ✗ Janitress ✗ Other ✗ No. resp ✗
Swept reg. ✗ Freq. — Wrk. hrs. ✓ Scrub reg. ✗ Freq. ✓ Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. ✗ Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none Not go home. Others eat in workroom.

Inman Veneer

16-5-0

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. X Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl.hk — Seats — Cln. — Lgt.nat. — Art. —
Vent.o.k. — Supr. — If none ✓ lkr. X shlv. X hngr. X Wl. hk X
Wraps laid around any place or hung on nails.

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call X 1st aid 3 kits
Chg.of Forman office Med.exam X Health rec. X Acc.rec. X
Comp. Under state comp. law. Insurance carried.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand stacking	—	X	X	—	X	X	X	X	X	—	—	—	✓
packing	—	X	X	—	X	X	X	X	X	—	—	—	✓
handling	—	X	X	—	X	X	X	X	X	—	—	—	✓
cutting-off saw	—	X	X	—	X	X	X	X	X	—	—	—	✓
Sit or stand													

Describe: Opportunity to sit, etc. Those stacking and packing handling had some opportunity to sit, but no regular seats. Some sitting on boxes, others lying on planks on which sheets of veneer come from saws.

16-6-0 ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Singer Mfg. Co. Address Cairo
Person interviewed Mr. Winser
2. Product Wood veneer + furniture parts Position Supt.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	293	46	Boys	—	—	339
Women	42	—	Girls	—	—	42
Total	335	46	Total	—	—	381

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:00 End 5:00 Lunch period 1 hr. Rest period x Total 9 hrs. ✓

Saturday " 7:00 " 12:00 " " x " " x " 5 hrs. ✓

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours 50 hrs. ✓

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal x

6. Employment Policy:
Employment manager x Or centralized method x ~~Foremen~~ By women in section, title of "matron" also interested in welfare.
Records kept ✓

7. Subcontract shop x Home work given out x

Date 11-25-'26 Agent Morris

(322)

Singer Mfg. Co.
16-6-0

FACTORY SCHEDULE, Sheet 2.

Halls:
Indirect ___ Cl. ___ Nat.lt.o.k. ___ Art.prov. ___ Other ___

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	out doors	×	✓	—	✓	×	✓	✓	✓	—

Workrooms. Number 6 (adjoining buildings)

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	cement	✓	✓	—	1	×	×	1	✓	×	✓	1	✓	×	✓	×
1	"	✓	✓	—	1	×	×	1	✓	×	✓	1	✓	×	✓	×
1	wood	✓	✓	—	1	×	×	1	✓	✓	✓	1	✓	✓	✓	×
1	"	✓	✓	—	1	×	×	1	✓	✓	✓	1	✓	✓	✓	×
2	"	✓	✓	—	2	×	×	2	✓	✓	✓	2	✓	✓	✓	×
1	"	✓	✓		1	×	×	1	✓	✓	✓	1	✓	✓	✓	×

Notes ___

14. Clnged:by girls × men × jant. × janitress × other porters no resp. ×

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Modern factory type windows on 4 sides of 1 room, 3 sides of 2 rooms + 1 side of 2 rooms. Skylights in rooms with windows on 1 side. Inspectors face light. No shades, but opalescent glass.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General lighting. Pan-shaped reflectors in most of plant, some leaf shaped shades.

17 - 18: Glare or reflection: describe ×

19. Heating system Pipes around edge of room. In 2 rooms also over head.

Singer Mfg. Co.
16-6-0

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. ✓ Kind sawdust carried off + saws covered. Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes In dry dye rooms
Other

Sanitation:
22. Drinking facilities, loc. in wkrms. Conv. ✓
Bblr. ✓ San ✗ Tank ✗ Cooler ✗ Faucet ✗ Other —
Cup, common ✗ Individual ✗ Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	1 enam. bowl	✓	✓	✓	✓	✓	✓	✗	✗	✓	dly
1	2 " "	✓	✓	✓	✓	✓	✓	✗	✗	✓	"
1	" " "	✓	✓	✓	✓	✓	✓	✗	✗	✓	"

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗
Seat stained

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	2	dunkom.	✓	✓	✓	✗	✓	✗	✓	✓	✓	—	✓	✓	✓
1	2	2	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	—	✓	✓	✓
1	1	1	✓	✗	✓	✗	✓	✗	✗	✓	✓	✓	—	✓	✓	✓

Total no. seats 5 No. wmn. per seat 8
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other porter No. resp ✗
Swept reg. ✓ Freq. dly Wrk. hrs. ✗ Scrub reg. ✗ Freq. — Work hrs. ✗

Service and Welfare.
25. Lunchroom, combined with — Prov. ✗ Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only ✗ Cooking convncs ✗ Supr. — If none most go home. Others eat in workrooms

Singer Mfg. Co.
16-6-0

FACTORY SCHEDULE, Sheet 4.

Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. X Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl.hk — Seats — Cln. — Lgt.nat. — Art. —
Vent.o.k. — Supr. — If none ✓ lkr. X shlv. ✓ hngr. ✓ Wl. hk X
In toilet rooms, which were large. Also chairs.

28. Health Service:
Hosp. ✓ Chg.of commissary man Dr.reg. X On call ✓ 1st aid —
Chg.of — Med.exam X Health rec. X Acc.rec. X
Comp. Under state compensation law. Insurance carried.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit saw girls	E	✓	✓	—	X	X	X	✓	X	X	✓	Coveralls or knickers + kerchiefs	
drying mach feed	E	✓	✓	—	X								
Stand													
match veneer	—	X	X	—	X								
inspect	E	✓	✓	—	X								
fill dry racks	A	✓	✓	—	X								
Sit or stand													
saw girl skip veneer	*	✓	✓	—	✓								

Describe: Opportunity to sit, etc. Most of standing operations not continuous, due to irregularity of supply, etc. + so chance to sit.

* sits on table alongside saw (according o.k.), which is out back to be used as place to sit.

Illinois

Tobacco

4 Schedules

---

17. Illinois - Tobacco

17-2-a

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Barron Bros. Address 1911 W. Van Buren
Person interviewed Mr. Jordan

2. Product Cigars Position Manager

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	55	—	Boys	—	—	55
Women	12	20	Girls	—	—	32
Total	67	20	Total	—	—	87

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:30 End 5:00 Lunch period 30 min. Rest period x Total 9

Saturday " 7:30 " 1:00 " " — " " x " 4½

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 49½

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Busiest season just before holidays - aside from that uniform.

6. Employment Policy:
Employment manager x Or centralized method x Foremen x
Records kept x Hiring by manager or one of the owners

7. Subcontract shop x Home work given out x

Date 3-17-'24 Agent Ross

(322)

17-2-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	in hall	x	✓	✓	✓	✓	x	✓	✓	

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2	wood	✓	mod.	—	2	x	x	2	✓	✓	✓	2	✓	✓	✓	x
3	"	✓	✓	—	3	x	✓	3	✓	✓	✓	3	✓	✓	✓	x

Notes —

14. Clnged:by girls X men X jant. X janitress X other porter no resp X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain sash windows on 4 sides of largest workroom. Also light from saw tooth roof with windows on upright side facing north. Small room on 2nd fl. had windows all along 1 side. Shades on part of windows. Women packing & binding faced light.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, unshaded drop lights, about 12 feet apart. If day were dark enough to necessitate use of artificial light, would be shadows for part of workers

17 - 18: Glare or reflection: describe Woman packing was very close to window and directly in front of it. Clear glass no shade. Also from unshaded lights

19. Heating system Radiators on 2 sides of room + one in middle of large room, supplemented by coal stove. 2 radiators in small room.

17-2-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. x Art. x ~~Kind~~ Only windows for vent. and none open at time of visit Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes —
Other

Sanitation:
22. Drinking facilities, loc. workroom Conv. ✓
Bblr. ✓ San x Tank x Cooler x Faucet ✓ Other —
Cup, common x Individual ✓ Kind furnished by workers

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	1 enam. basin	✓	✓	✓	x	x	x	—	—	—	—
1	1 " trough	✓	✓	✓	✓	x	x	—	—	—	—

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat x Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. x

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	3	of wkrm.	✓	✓	x	x	✓	✓	✓	✓	x	—	✓	✓	✓

Toilet clean at time of visit. Visit made middle of Monday forenoon + toilet room swept on Saturday + scrubbed on Monday mornings. One girl, a stripper, has charge of the cleaning at times stated.
Used by both white and colored women.

Total no. seats 2 No. wmn. per seat 16
Clng. by girls ✓ Men x Jant. x Janitress x Other x No. resp x
Swept reg. ✓ Freq. Saturday Wrk. hrs. ✓ Scrub reg. ✓ Freq. Monday Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. x Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none part eat in workroom + part go home.

17-2-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none No cat dry where. Chairs - only those in workroom.

27. Cloakroom, combined with — Prov. X Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl.hk — Seats — Cln. — Lgt.nat. — Art. —
Vent.o.k. — Supr. — If none ✓ lkr. X shlv. X hngr. ✓ Wl. hk —

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call X 1st aid X
Chg.of — Med.exam X Health rec. X Acc.rec. X
Comp. Not under state law. Carries no insurance.

29. Other welfare: —

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit Stripping	E	✓	✓	—	X	X	X	X	X	X	—	—	✓
Grading	B	✓	✓	—	X	X	X	X	X	—	—	—	✓
Wrapping	B	✓	✓	—	X	X	X	X	X	—	—	—	✓
Beading	E	✓	✓	—	✓	X	X	X	X	—	—	—	✓
Stand													
Sit or stand													
Packing	B	✓	✓	—	X	X	X	X	X	—	—	—	✓

Describe: Opportunity to sit, etc. Only one girl packing at time of visit - standing then. But table low enough that could have sat to work. All other women sitting.

Illinois-Glue

Illinois

Glue

3 Schedules

19-1-c ✓

U. S. Department of Labor (Glue Plant of Armour Soap Works, Chicago)
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Armours Glue Works Address 1355 W. 31st St.
Person interviewed Mr. A. J. O'Connor
2. Product Glue Position Empl. Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	396	109	Boys	X	X	515
Women	44	13 ✓	Girls			53
Total	440	122	Total			568

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:00 End 3:30 Lunch period 30 min. Rest period X Total 8
Saturday " 7:00 " 3:30 " " 30 min. " " X " 8
Shifts " X " X " " X " " X " X

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday " ____ " ____ " " ____ " " ____ " ____
Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date May 24 & 26, 1924 Agent M. H. Turner

(322)

Burnow Glue Chicago

FACTORY SCHEDULE, Sheet 2.

19-1-C

8. Halls: X

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
	stairways irreg various flights leading from different floors	X	X	✓	✓	✓	✓	✓	✓	worn

Workrooms. Number 3

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st	wd	X	X	pieces of glue spilled	1st	X	✓	1st	✓	X	X	1st	✓	X	X	✓
2nd	wd	X	X	"	2nd	X	✓	2nd	✓	X	X	2nd	✓	X	X	✓
3rd	wd	X	X	"	3rd	X	✓	3rd	✓	X	X	3rd	✓	X	X	✓

Notes Building where glue was made was very old most of it poorly lighted and walls & ceilings dark. Floors worn & dirty very old & dingy.

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Work rooms had light on one side at least but windows admitted very little light. Panes dirty. No women faced light work in different parts of building.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric light. Reflector shades.

17 - 18: Glare or reflection: describe X

19. Heating system steam pipes around rooms.

Armour Glue Chicago

FACTORY SCHEDULE, Sheet 3.

19-1-C

20. Ventilation:
App. o.k. ✓ Art. x Kind x
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes x
Other The process of stripping the dried glue from the racks would seem a decided strain of lifting and reaching. Racks about 6 ft long & 2 ft wide covered with chicken wire & holding the dried glue are lifted down and the glue shaken off. Girls part of time reach above head & racks are heavy. Strain of lifting + reaching.

Sanitation:

22. Drinking facilities, loc. wk room Conv. ✓
Bblr. ✓ San x Tank x Cooler x Faucet x Other x
Cup, common x Individual x Kind x

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
colored girls 3	basins	✓ for part	✓	✓	✓	✓	✓	✓	✓	—	—
white girls 1	basin	" "	✓	✓	✓	✓	✓	✓	✓	—	—

24. Toilets: Kind plumbing Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat x Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. —

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	3rd	wk rm	✓	✓	✓	x	✓	✓	✓	✓	x	—	✓	✓	✓
1	3	"	" "	✓	✓	✓	x	✓	✓	✓	✓	x	—	✓	✓	✓

Total no. seats 5 No. wmn. per seat 12+
Clng. by girls x Men x Jant. x Janitress ✓ Other — No. resp —
Swept reg. ✓ Freq. 1 ce da Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 ce wk Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with x Prov. ✓ Kind room with tables + chairs
Loc. 3rd floor Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. — Vent.o.k. ✓
Prov. hot food, drink only x Cooking convncs ✓ Supr. ✓ If none —

* Separate lunch rooms for colored & white.

Armour Glue Chicago
19-1-c

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none go home or separate cloakroom for colored + white. to plant hospital if ill.

27. Cloakroom, combined with X Prov. ✓ Loc. small Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl.hk X Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service: Regular plant hospital.
Hosp. ✓ Chg.of Dr + nurse Dr.reg. ✓ On call — 1st aid —
Chg.of — Med.exam — Health rec. — Acc.rec. ✓
Comp. Cared for by state compensation law.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand strippers	X	—	X	—	X								
spreaders	X	—	X	—	X								
Sit or stand													

Describe: Opportunity to sit, etc. Work could not be performed sitting as girls have to walk about.

Illinois

House Furnishings

3 Schedules

Illinois-House Furnishings

26-3-C ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Nachman Spring Co. Address 2245 S. Halstead
Person interviewed Mr. Wood
2. Product Spring cushions Position Factory manager
Mrs. Sayre welfare worker

3. Number employed:

	W.	C.		W.	C.	Total
Day						
Men	35	—	Boys	79	—	114
Women	117	291	Girls	96	—	387
Total	152	291	Total	175	—	618
Night						
Men			Boys			
Women			Girls			
Total			Total			

293 ✓ 506 620 618

4. Firm's scheduled hours:

Daily: Begin 8:00 End 5:30 Lunch period 30 Rest period x Total 9 ✓

White — Saturday " 8:00 " 1:00 " " " " " 5

Shifts " — " — " " — " " — " —

116 white — Regular weekly number of days 5½ Total weekly hours 50 ✓

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin 7:45 End 5:00 Lunch period 30 Rest period x Total 8¾ ✓

colored — Saturday " 7:45 " 1:00 " " x " " x " 5¼ ✓

292 colored — Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 49 ✓

Shifts weekly number of periods — Total shifts weekly hours —

Minors - Quit at 4:30

5. Seasonal —

6. Employment Policy:
Employment manager x Or centralized method ✓ factory manager Foremen
Records kept x

7. Subcontract shop x Home work given out x

Date Mar. 1, 1924 Agent E. L. Best + Ross

(322)

26-3-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	inside	X	✓	✓	✓	X	X	✓	✓	

Workrooms. Number 6

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	concrete	✓	✓		1	X	X	1	✓	X	✓	1	✓	X	✓	X
2	wood	✓	✓		2	X	✓	2	✓	X	✓	2	✓	X	✓	X
3	"	✓	✓		3	X	✓	3	✓	X	✓	3	✓	X	✓	X
4	"	✓	✓		4	X	✓	4	✓	X	✓	4	✓	X	✓	X
5	"	✓	✓		5	X	X	5	✓	X	✓	5	✓	X	✓	X
6	"	✓	✓		6			6	✓	X	✓	6	✓	X	✓	X

Notes The floors were littered with lint & scraps of burlap but apparently only days accumulation. Almost not dirty aside from that caused by nature of work.

14. Clnged:by girls X men X jant. X janitress X other porter no resp.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain glass showing whole side of room. (1) 2 sides (2) 3 sides (3) 3 sides (4) 3 sides (5) 3 sides (6) 4 sides. Burlap curtains at windows

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, pan shape reflectors, no individual lights at machines - some unpaired bulbs on ceiling - the lighting was not even the ceiling + the artificial lights were not perfectly placed so that some girls threw a shadow on their work

17 - 18: Glare or reflection: describe _____

19. Heating system Radiators along east + west sides of workrooms + no overhead or near

26-3-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. Fair only Art. ✓ Kind Small wall fan exhaust on 1,2,3,4 large fan exhaust Loc. 5 & 6

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Lint from burlap
Other Many very young girls employed. Some are employed on tacking offerings and floor - they stood at high tables and many of them planned back & forth quite a good deal of the whole body as they sewed - (over)

Sanitation:
22. Drinking facilities, loc. workroom & cloakroom Conv. ✓
Bblr. ✓ San ✗ Tank ✗ Cooler ✗ Faucet ✗ Other —
Cup, common ✗ Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1 1	enamel trough	✓	✓	✓	✓	✗	✗	—	—	—	
2 1	" "	✓	✓	✓	✓	✗	✓	✓	✓	✗	—
4 1	" "	✓	✓	✓	✓	✗	✓	✓	✓	✗	—
5 1	" "	✓	✓	✓	✓	✗	✓	✓	✓	✗	—
6 1	" "	✓	✓	✓	✓	✓	✓	✓	✓	✗	—

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	3	1	[illegible]	✓	✓	✗	✗	✓	✓	✓	✓	—	—	✓	✓	✓
W 1	3	2	"	✓	✓	✗	✗	✓	✓	✓	✓	—	—	✓	✓	✓
O 1	3	2	"	✓	✓	✗	✗	✓	✓	✓	✓	—	—	✓	✓	✓
2	6	4	[illegible]	✓	✓	✗	✗	✓	✓	✓	✓	—	—	✓	✓	✓
1	3	5	[illegible]	✓	✓	✗	✗	✓	✓	✓	✓	—	—	✓	✓	✓
2	6	6	[illegible]	✓	✓	✗	✗	✓	✓	✓	✓	—	—	✓	✓	✓

Total no. seats 23 No. wmn. per seat 22
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✓ Other — No. resp ✗
Swept reg. ✓ Freq. 2x daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. Tuesday Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. ✗ ✓ Kind cafeteria
Loc. * Equip.o.k. ✗ Cln. ✓ Lt.Nat. ✓ Art. — Vent.o.k. ✗
Prov. hot food, drink only — Cooking convncs ✗ Supr. ✓ If none —

*25. - on 4th floor, screened off corner of workroom but not shut off - Schedule incorrectly made out prep

21. Two girls worked on a knife machine which cut the cloth when they pressed a foot treadle. The knife was not guarded which seemed risky and the strain must also have been considerable from standing on one foot pressing the treadle with the other and pulling the heavy bolt of strength the cutter. Two girls saw hand electric cutter (circular knife) which could not be guarded

26. Restroom, c
Cin. _____ Lgt.

27. Cloakroom,
one

26-3-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. ✓ Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. ✓ Loc. 6 4 & 1 Conv. ✓ Lkr. ✗
Shlv. ✓ hngr. ✗ Wl.hk ✓ Seats ✗ Cln. ✓ Lgt.nat. ✓* Art. ✓
Vent.o.k. ✓ Supr. ✗ If none — lkr. — shlv. — hngr. — Wl. hk —
* - direct + sufficient on 1st fl., moderately adequate + three other rooms on 4 & 6

28. Health Service:
Hosp. ✓ Chg.of — Dr.reg. — On call — 1st aid ~~kit~~
Chg.of welfare worker Med.exam ✗ Health rec. ✗ Acc.rec. ✓
Comp. State law Insured

29. Other welfare: Full-time colored welfare worker employed

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stitching	A	—	✓	—	✗	✗	✗	✗	✗	—	—	—	✓
Stand													
Tacking	E	✓	acc	—	✗	✗	✗	✗	✗	—	—	—	✓
Wind in bundles	—	—	✗	—	✗	✗	✗	✗	✗	—	—	—	✓
Foot press cutter	—	—	✗	—	✗	✗	✗	✗	✗	—	—	—	✓
~~Sit or stand~~													
Electric cutters	—	—	✗	—	✗	✗	✗	✗	✗	—	—	—	✓

Describe: Opportunity to sit, etc. Although stools in room where they were, none of girls were sitting

27. - On 6 and 4 cloakroom was only partially separated from workroom. Double row of box-like divisions with hook in each, one row facing + partially surrounding entrance to toilets, other row facing out. On 1st fl. seperate room. On 4 + 6 clean, on 1 moderately clean, some accumulated lint.

Illinois

Glass

3 Schedules

27. Illinois - Glass

27-2-9

U. S. Department of Labor
WOMEN'S BUREAU
Washington

(continued on attached)

FACTORY SCHEDULE, Sheet 1. 2cc

1. Name of factory Illinois Glass Co Address Alton Ill.
Person interviewed Mr. Wm. Laing Pres.
2. Product Corrugated Box factory. & glass bottles. Position Dr. E.W. Enos Supt. Mgr.
Mr. Dietz - time keeper.

3. Number employed:

Whole plant Glass & bottlers

Day	W.	C.		W.	C.	Total
Men	915	318 (Day + night)	Boys			1233 (day + night)
Women	96	—	Girls		—	96
Total	1011	318	Total			1329
Women	29	X	~~Night~~ Evening	X	X	29

Night	W.	C.		W.	C.	Total
Men			Boys			
Women	15	X	Girls	X	X	15
Total			Total			

1329
29
15
1373

4. ~~Attached~~ Firm's scheduled hours: Day

7A Daily: Begin 7.00 End 4.30 Lunch period 1/2 hr. Rest period X Total 9

Saturday " 7.00 " 4.30 " " 1/2 hr. " " X " 9

Shifts " X " X " " X " " X " X

Regular weekly number of days 6 Total weekly hours 54

Shifts weekly number of periods X Total shifts weekly hours X

Day

Daily: Begin 6 a.m. End 2 p.m. Lunch period 1/4 hr. Rest period X Total 7 3/4 hrs.

16 Saturday " " " " " " " " " " " "

Shifts " X " X " " " " " " "

Regular weekly number of days 6 Total weekly hours 46 1/2 hrs.

Shifts weekly number of periods X Total shifts weekly hours X

5. Seasonal ✓ For boxes during summer months

6. Employment Policy:
Employment manager ✓ Or centralized method X Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date 4/21/24 Agent H.M.H.

(322)

27-2-0

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1. (a)

1. Name of factory Illinois Glass Co. Address Alton, Ill.
2. Product Corrugated box factory & glass bottles Person interviewed
Position
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours: Evening

Daily: Begin 2 pm End 10 pm Lunch period 1/4 hr. Rest period X Total 7 3/4 hrs.

Saturday " " " " " " " " " "

Shifts " X " X " " X " " X " X

Regular weekly number of days 6 Total weekly hours 46 1/2 hrs.

Shifts weekly number of periods X Total shifts weekly hours X

(28)

Night

Daily: Begin 10 End 6 Lunch period 15 Rest period X Total 7 3

Saturday " 10 " 6 " " 15 " " X " 7 3

Shifts " — " — " " " " " " "

Regular weekly number of days 6 Total weekly hours 46

Shifts weekly number of periods Total shifts weekly hours

(12)

(8) rest 5. ~~Seasonal~~ Schedule for restaurant workers not given. (M.B.)

6. Employment Policy:
Employment manager Or centralized method Foremen
Records kept

7. Subcontract shop Home work given out

Date Agent

(322)

M.B.

...ass Co - glassplant. (continued) 27-2-0 ✓

FACTORY SCHEDULE, Sheet 2.

Halls:
· Indirect X Cl. _____ Nat.lt.o.k. _____ Art.prov. _____ Other _____

9. Stairway: X

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

none

Workrooms. Number 4 Each work room was in a ~~separate~~ different building. Mold clean room in basement was really a ground floor, but called a basement

	10. Floors				11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
* 1 fl. Inspect + Pack		Creosote blocks	✓	✓	x	1	X	X	1	✓	✓	✓	1	✓	✓	✓	X
1 fl. Repacking		Concrete	✓	✓	boards & heavy wrapping paper	1	X	X	1	✓	✓	✓	1	✓	✓	✓	X
Stopper 1 fl. grind		Concrete	✓	✓	wood platforms	1	X	X	1	✓	✓	✓	1	✓	✓	✓	X
Mold clean in basement		Concrete	✓	✓	wood platform	basement	X	X	basement	✓	✓	X	basement	✓	✓	X	X

Notes * Long narrow room. Separated from furnace rooms by brick partition. Bottles come thru on layers, as there was no smoke in this room. Very good arrangement.

14. Clnged: by girls X men X jant. _____ janitress x other x no resp. X
Sweepers continuously

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Inspect + pack: Saw tooth roof P.T.O.
Re-pack: unusual skylight. whole roof had semi-transparent glass let into the roof
Stopper grind: wind - 3 sides
Mold cleaning - windows on one side. But this room was on the basement floor P.T.O.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Inspect + Pack: flat reflectors
Re-pack - flat reflectors
Stopper grind: Unshaded bulbs: low hung for grinders. (For wash bottle + tri in corks had individual table light)
Mold clean - gen. use. flat refl. Indir lts. flat refl.

17 - 18: Glare or reflection: describe Stopper-grinders low hung lights were bad.
Some glare from these as they were hung rather low.

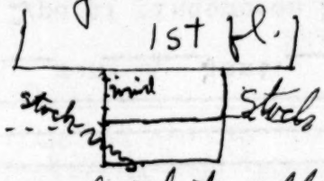
19. Heating system: Inspect + Pack room: hot air - overhead large pipes with large circular openings.
Re-pack - Stoves
Stopper - grind: Steam pipes on walls.
Mold clean: " " " " -

15. flat with the surface. These were about 1½ X 3 ft. and were set in about 2 ft. apart, so the whole roof gave the appearance of a sidewalk which has square glass set in. Gave a very good light

There were also windows of wire glass along one side.

15. Mold clean room.

which was mostly used for stock. The room was set about in the middle of the very big space so that the windows themselves were way underneath, ~~the~~ and away from the actual light



Needed electric light all the time.

9. Stairway: Halls: Glass
No. Location Indirect Burglar Proof

Glass Co.
Box factory.

27-2-0

FACTORY SCHEDULE, Sheet 2.

8. Halls: X
Indirect _____ Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	built on outside, but enclosed in sheet metal 2nd-1st fl.	X	✓	✓	✓	X	X	✓	✓	—
1	Inside 2nd-1st. fl	X	✓	✓	✓	X	X	✓	✓	—

Workrooms. Number 2

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Box 2nd flr		Creosote blocks	✓	* See below	—	1	X	X	1	✓	✓	X	1	✓	✓	X	X
Box 1st. dept		Creosote blocks at gas end concrete	✓	*	** ✓	1	X	X	1	✓	✓	X	1	✓	✓	X	X

Notes with creosote blocks on floor one cannot tell whether it is clean or dirty. At least there was no accumulated dirt visible to the eye.
**. wood platforms to stand on, at end where there is concrete floors

14. Clnged:by girls X men X jant. ✓ janitress X other X no resp. X
Sweepers continually

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Box-2nd fl. very long room. windows - double sash - 4 sides. Monitor roof.
Box 1st fl. ~~double~~ wind. 3 sides

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Box-2 fl. Gen. flat reflectors. high.
Box 1st. fl. Gen. flat reflectors

17 - 18: Glare or reflection: describe X

19. Heating system Steam. pipes along wall.

s glass Co. glass plant. 27-2-0

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind fresh air forced thro' room by exhaust fans this is part of air which is forced up to the furnaces above. Question in Agent's mind as to probability of its being drafty Loc. In mold clean room.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes> well taken care of in Pack. room by having this ~~Other~~ room separated from furnace rooms by brick wall.
Other. Stoppers grinding: To grind must rest arms on table. Have frequent epidemics of boils on arms.

Sanitation:
22. Drinking facilities, loc. Bubblers in each wk rm Conv. ✓
Bblr. ✓ San ✗ Tank ✗ Cooler ✗ Faucet ✗ Other ✗
Cup, common — Individual — Kind —

23. Washing facilities in toilet rooms If none, where wash —

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
Re-Pack	3 white wash bowls	✓	✓	✓	✓	✓	✓	✗	✗	roll towels	1 ce w 2 ce per da.
grind room	3 white wash "	✓	✓	✓	✓	✓	✓	✗	✗	roll towels	1 ce da.
mold clean	4 white wash bowls	✓	✓	✓	✓	✓	✓	✗	✗	roll towels	2 per day (only 5 women)

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Conv. fl. drain	1	4	1	Work rm	✓	✓	✓	✗	✓	* see below	✗	✓	*	-	✓	✓	✓
grind room	1	2	1	in wk rm	✓	✓	✓	✗	✓	✓	✓	✓	✗	✓	✓	✓	✓
mold clean	1	1	1	Work rm	✓	✓	✓	✓	✗	✓	✓	✗	✗	✓	✓	✓	✓
Cement floor in all 3.																	

*. partition between toilet room + locker room, only part way. However it was called from all work rooms.
Total no. seats 7 No. wmn. per seat 10 (please add no.)
Clng. by girls ***✓ Men ✗ Jant. ✗ Janitress * matron Other ✗ No. resp ✗
** Swept reg. ✓ Freq. 1 ce da Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1 ce da Work hrs. ✓
1 ce da ✓ 1 ce wk ✓
*** Service and Welfare.
25. Lunchroom, combined with See Box factory schedule Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none —

** In grind room + mold clean - girls do cleaning.
*** In Re pack room - hard matron to do ..

glass Co.
box factory.

27-2-0

(30) (work)

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. X Kind —
Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other X

Sanitation:

22. Drinking facilities, loc. in wk rm. Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	3 wash bowls	✓	✓	✓	✓	✓	✓	X	X	roller	1 or 2 ce per day.

24. Toilets: Kind pleasant Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt.

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1		3	2	in wk rm	✓	✓	✓	X	✓	✓	X	✓	X	✓	✓	✓	✓

are planning to tear out this toilet room + the cloak room + submit it like the one in the glass factory which is unusually nice.

Total no. seats 3 No. wmn. per seat —
Clng. by girls ✓ Men X Jant. X Janitress X Other X No. resp X
Swept reg. ✓ Freq. 1x day Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1x wk Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with — Prov. ✓ Kind Cafeteria
Loc. Sep bldg Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only — Cooking convncs — Supr. — If none —
good food at cost. serve meals here 24 hrs of the day so people can eat whenever they have time. Serviceable, clean but not beautiful
good kitchen with hoods over stoves. exhausts in wall.

27-2-0

FACTORY SCHEDULE, Sheet 4.

see note on extra sheet 4-a

26. Restroom, comb.with_____ Prov._____ Loc._____ Equip. o.k. cot tables, chairs
Cln._____ Lgt.nat._____ Art._____ Vent.o.k._____ Supr._____ If none_____

27. Cloakroom, combined with_____ Prov. ✓ Loc. Upstairs Conv. ✓ Lkr. ✓
Shlv. ✓ hngr. — Wl.hk — Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr matron If none — lkr. — shlv. — hngr. — Wl. hk —

see extra sheet 4-a

28. Health Service:
Hosp._____ Chg.of_____ Dr.reg._____ On call_____ 1st aid_____
Chg.of_____ Med.exam_____ Health rec._____ Acc.rec._____
Comp._____

29. Other welfare: See notes on Union's glass co Schedule for factory

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit ~~every grind~~	*K	x	✓	x	x								
Stand "layers"													
Repackers													
Sit or stand													
label:	*K												
grinders	*K	x	✓	bar in table	✓	x	x	x	—	—	—	—	—
unsale bottles	∓	x	✓	x	x	✓							
clean mold.	*K	x	✓										

Describe: Opportunity to sit, etc. These are usually empty trucks about or which the girls can sit when not busy.
* crude, strongly built chairs

27-2-0

...ns Co.
...factory.

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with_____ Prov._____ Loc._____ Equip. o.k. chairs tables
Cln._____ Lgt.nat._____ Art._____ Vent.o.k._____ Supr._____ If none_____

27. Cloakroom, combined with ~~out room~~ Prov. ✓ Loc. 2nd fl Conv. ✓ Lkr. ✓
Shlv. ✓ hngr. ✗ Wl.hk ✗ Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. fairly If none — lkr. — shlv. — hngr. — Wl. hk —
Are planning to tear this out & rebuild like the one in the glass plant which is unusually nice.

28. Health Service:
Hosp. ✓ Chg.of Dr. Dr.reg. ✓ On call — 1st aid ✓
Chg.of Dr. Med.exam ✓ Health rec. ✓ Acc.rec. ✓
Comp. under Comp Act. Ins. Co.

29. Other welfare: Health & Accid Ins. group life Ins. Pensions ~~Employment fund~~
* Fund to help buy homes, pay for emergencies. Lend this.
See below.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit make partitions ~~take off~~	K*	✗	✓	✗	✗	✗	✗	✗	—	—	—	—	—
Stand feed & take off 3 slitter, slotter & outlet punch holes tapers folder.	✗	*	—	—	—	✗	✗	✗	—	—	—	—	—
Sit or stand take off print work	**	✗	✓	✗	✓	✗	✗	✗	—	—	—	—	—

Describe: Opportunity to sit, etc. Specially built wood chair. strong rather crude
** Sits on the work table

*
29 Have boarding house for men. $1.75 per wk. Dormitory for Col. Men 25¢ per night. (They do not want the men to stay in there permanently. & but want them to get own homes or board in homes.

Have some houses 4 rooms, with fuel, water, lights furniture, garbage removal $27 per month.

6. Extra Sheet 4-a 27-2-0

glass plant

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

stopper grind

Rest room + cloak room combined. room partitioned off wk rm

couch ✓ tables ✓ chairs ✓ lockers ✓ shelves ✓

Clean ✓ lt. nat ✓ art ✓ vent o.k. ✓ supr X

mold clean –

Rest room + cloak room combined. off wk rm.

Chairs ✓ tables ✓ lockers ✓ shelves ✓

Clean ✓ lt nat X art ✓ vent o.k. ✓ (on ventilation shaft.

no supervision.

26. The rest room + locker room + toilet room in the re-packers dept is very well arranged. excellent venti. - many windows. The company is planning to build on this same model for the girls in the box factory.

27-3-0

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
Extra sheet

1. Name of factory Obear-Nester Glass Co Address E. St. Louis Broadway & Belt.
Person interviewed Mr. Nester
2. Product glass bottles Position Mgr.

3. Number employed: divided according to shifts

Men are all

	W.	C.		W.	C.	Total
Men	16	153	Boys			253
Women	54	84	Girls			118
Total	154	237	Total			371

Night

	W.	C.		W.	C.	Total
Men	NR	NR	Boys			NR
Women			Girls			
Total			Total			

709

4. Firm's scheduled hours:

Col. W 42

Daily: Begin 7 End 3 Lunch period ½ hr Rest period Total 7½
Saturday " 7 " 3 " " ½ hr " " " 7½
Shifts " " " " — " " " —

13 shifts

Regular weekly number of days 6 Total weekly hours 45
Shifts weekly number of periods — Total shifts weekly hours —

Col women 39 ✓

Evening

Daily: Begin 3 P.M. End 11 P.M. Lunch period ½ hr Rest period Total 7½
Saturday " 3 P.M. " 11 P.M. " " ½ hr " " " 7½
Shifts " — " — " " — " " " 7½

Regular weekly number of days 6 Total weekly hours 45
Shifts weekly number of periods — Total shifts weekly hours —

5. Seasonal X not seasonal but a trifle uncertain.

6. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept name & address

7. Subcontract shop X Home work given out X

Date 4/16/29 Agent H. M. H.

(322)

Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1-a (extra)

27-3-0

1. Name of factory Olean-Nester glass Co Address
Person interviewed
2. Product Position

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

White women 34

4. Firm's scheduled hours:

White women

Daily: Begin 7 End 5 Lunch period 1 hr Rest period Total 9
Saturday " 7 " 4 " " 1 hr " " " 8
Shifts " — " — " " — " " " —
Regular weekly number of days 6 Total weekly hours 53
~~Shifts weekly~~ May to Sept - Sat. 7-12. number of periods Total shifts weekly hours

Col W 38

Night's left

Daily: Begin 11 P.M End 7.a.m Lunch period ½ hr Rest period Total 7½
Saturday " 11 P.M " 7a.m " " ½ hr " " " 7½
Shifts " — " — " " — " " " —
Regular weekly number of days Total weekly hours 45
Shifts weekly number of periods — Total shifts weekly hours —

Col W 3

Cleaners Begin 7 a.m - End 4 P.m lunch 1 hr. Total 8

5. ~~Seasonal~~
6 days. total wk. hrs. 48 hrs

6. Employment Policy:
Employment manager Or centralized method Foremen
Records kept

7. Subcontract shop Home work given out

Date Agent

(322)

27-3-0

Owens-Illinois Glass Co.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

Hours filled in on schedule by E.L.B.

Would you call the shift from 3-11 a night shift?

white women	Reg. hds.	7-5 -		34 white women
	" "	7-4 -	5 wipers.	3 col. women

Shift from	7 a.m -	3 P.m. -	42	Col women
" "	3 P.m -	11 P.m -	39	" "
" "	11 P.m -	7 a.m.	38	Col women.

Impossible to separate no. of men on night shifts except with great effort & much time.

There were a total of 100 white men, 153 col. men } on all 3 shifts

Total.

	W.	C.	Grand Total
Men.	100 -	153	253
Women	34	122	156
	134	275	409

Westn Glass Co.

27-3-0

FACTORY SCHEDULE, Sheet 2.

Halls: X
Indirect_____ Cl._____ Nat.lt.o.k._____ Art.prov._____ Other_____

9. Stairway:

	No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
Col. glass.	2	outside one at each end of No. 1 bldg.	X	✓	X	✓	X	X	X	✓	—
Box fact.	2	one at each end of bldg inside	X	✓	✓	✓	X	X	X	✓	—

Workrooms. Number 5

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
wash & crk rm 1 fl.		concr.	✓	✓	* ✓	1	X	X	1	✓	✓	brick	1	✓	✓	X	X
clean molds 1 fl		concr	✓	✓	X	1	X	X	1	✓	✓	brick	1	✓	✓	X	X
Mfg rm. 2 1 fl		concr	✓	X	—	1	X	X	1	✓	X	X	1	✓	X	X	very high X
Col glass mfg 2nd fl.		concr	✓	X	—	2	X	X	1	✓	X	X	1	✓	X	X	very high X
Box factory 2		wd	S X shaky	✓	some from runway	2	piles of boxes	in place ✓	2	✓	✓	X	2	✓	✓	X	X

Notes * iron rails rust in worn for truckes
Box factory large 2nd fl. girls work all over the place no special part. go from one part to another wherever that is work.

14. Clnged: by girls X men X jant. X janitress X other Sweepers no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. wash & crk rm - modern daylight wind 2 sides.
Clean molds - mod - daylight wind
Mfg. rm 2. Mod. daylight wind 4 sides. Monitor roof - 3 monitors (but windows smoky & dirty)
Col. glass Mfg. no window glass. 3 rm windows turn on pivots 4 sides. also in monitor roof P.T.O
Box fact. 5 each wind 4 sides. Monitor roof

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) wash & crk: gen elec - unshaded bulbs. high. clean mold - Gen elt. unshaded
mfg rm. 2. gen. elec large bulbs - flat reflectors packing end - large bulbs hung low
Col glass Mfg.: Gen. elec. flat refl. At packing end gen. large bulbs. hung low.
Box fact. Gen. elec. no shade

17 - 18: Glare or reflection: describe In both Mfg rooms. lights hung low at packing end. large strong lights. Box factory - glare in some places

19. Heating system stoves.
In mfg rms furnaces help rooms warm, but at ends of rooms where stoves are away from furnaces, there are stoves.

15. This arrangement gave light & air. But as Agent visited plant on a warm day, she could not judge what it would mean to have these places ~~open~~ in winter. In case of cold or storm, if closed, they would shut off all natural light.

Nester glass Co.

27-3-0

FACTORY SCHEDULE, Sheet 3.

20. Ventilation: X not so good in col. glass bldg.
App. o.k. ✓ Art. ✓ Kind Exhaust pipes over each furnace + each mold
also Monitor roofs in each building Loc. jams up in roofs.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ~~See light descriptor. Col Glass Dept~~
Other Col. glass Mfg. zinc walls + roof. no glass windows. Room frightfully hot on day of visit. Would probably be cold in winter. Very smoky more so than clear glass dept.

Sanitation:
22. Drinking facilities, loc. In wh rms over cistank Conv. ✓
Bblr. X San X Tank ____ Cooler ____ Faucet ✓ Other X
Cup, common X Individual ✓ Kind bottle

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	In toilet rm wash + cork dept / 2 wh basins	✓	✓	✓	X	X	X	—	—	—	—
1	Mfg. no 2 1 wash bowl	✓	X	✓	X	X	X	—	—	—	—
1	Mfg no 2 1 wash bowl	✓	X	✓	X	X	X	—	—	—	—
1	Mfg no 1 - Col glass. 2 wash bowls.	✓	X	1✓ 1X	X	X	X	—	—	—	—

Col women

24. Toilets: Kind flush Sep. ✓ If none, arrangement —
Flush, hand X Auto. seat ✓ Repr. ✓ — See Rmk Plb ✓ Cl. ✓ — Paper X Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Wash + cork dept. Concrete 1	2	1	In wh rm	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	X
Concrete fl Mfg 1	2	1	In wh rm	✓	✓	✓	X	✓	X	X	X	✓	—	X	✓	X
Concrete fl. Col. women 1	2	1	In wh rm	✓	✓	✓	X	✓	X	X	X	✓	—	X	✓	X
Col women concrete fl 1	* 2	1	In wh rm	✓	✓	✓	X	✓	X	X	✓ X	✓	—	✓ X	✓	X

* One out of order. * * not for girls in box dept or white women in Col. Glass Mfg. they tend to go out of doors + across yard.

Total no. seats 8 No. wmn. per seat 6
Clng. by girls X Men X Jant. ✓ Janitress ✓ Other X No. resp X
Swept reg. ✓ Freq. 1x day Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1x wk Work hrs. ✓
(didn't look like it)

Service and Welfare
25. Lunchroom, combined with ____ Prov. ____ Kind ____
Loc. ____ Equip.o.k. ____ Cln. ____ Lt.Nat. ____ Art. ____ Vent.o.k. ____
Prov. hot food, drink only ____ Cooking convncs ____ Supr. ____ If none ____

...ttle glass Co.

97-3-0

FACTORY SCHEDULE, Sheet 4.

26. Restroom, ~~comb.~~ with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with toilet rm Prov. ✓ Loc. in wk rm Conv. ✓ Lkr. ✗
Shlv. ✗ hngr. ✗ Wl. hk ✓ Seats ✓ Cln. ✗ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✗ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✗ Chg. of — Dr. reg. ✗ On call ✓ 1st aid ✗
Chg. of — Med. exam ✗ Health rec. ✗ Acc. rec. ✓
Comp. Under Comp Act Ins. Co.

29. Other welfare: ✗

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand wash, ink & paste	✗	—	—	—	—	✗*	✗	✗	—	—	—	—	—
Clean molds													
take bottles off. layers													
packers. ~~paste boxes~~													
Sit or stand													
paste boxes	F	✗	✓	✗	✓								

Describe: Opportunity to sit, etc. * Not really needed but might be better.

Illinois

Wooden Boxes

& Schedules

Illinois - Wooden Boxes.

30-2-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Pathbone, Hard & Ridgway Co. Address 1418 W. 22nd St.
Person interviewed Mr. Burns

2. Product wooden boxes Position Factory manager

3. Number employed:

	W.	C.
Men	120	180
Women	22	20
Total	142	200

Day

	W.	C.	Total
Boys	—	—	300
Girls	—	—	42
Total	—	—	342

Night

	W.	C.	Total
Men			
Women			
Total			

	W.	C.	Total
Boys			
Girls			
Total			

4. Firm's scheduled hours:

Daily: Begin 7:00 End 5:30 Lunch period 30 min Rest period x Total 10 hours

Saturday " 7:00 " 12:00 " " x " " x " 5 hours

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 55 hrs.

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Busy May to August and October to February

6. Employment Policy:
Employment manager x Or centralized method x Foremen women by foreladies
Records kept x

7. Subcontract shop x Home work given out x

Date 4-16-'24 Agent Waris

(322)

Walls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	in workroom	x	✓	✓	✓	✓	✓	x	✓	—

Workrooms. Number 1

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2	wood	x	x	—	2	✓	✓	2	✓	x	✓	2	✓	x	✓	x

The building was being remodeled and extended + the lack of repair of floor & obstruction of aisles was a condition which would not be permanent

Notes

14. Clnged: by girls x men x jant. x janitress x other ~~paths~~ no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain glass sash windows on 2 sides. Small monitor sky lights.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, direct-indirect.

17 - 18: Glare or reflection: describe X

19. Heating system Overhead coils.

3D-2-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✗ Kind —
Loc.

21. Special prob. On acct. of repairs natural ventilation better than normal. Would normally be inadequate.
Heat -Cold-Dust-Lint-Humid.-Fumes —
Other

Sanitation:

22. Drinking facilities, loc. in ~~cloakr.~~ rest room Conv. ✓
Bblr. ✗ San ✗ Tank ✗ Cooler ✗ Faucet ✓ Other —
Cup, common ✗ Individual Girls furnish own Kind.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	3 enam. basin	✓	✓	✓	✓	✓	✓	✗	✗	✓	daily

24. Toilets: Kind pitc. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✗ Paper ✓ Instrt. ✗

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	2	off rest room	✓	✓	✓	✓	✗	✓	✓	✗	✓	✗	✗	✓	✓

Were two separate rooms beside each other, both opening into rest room. While opened direct into that, were "screened" so far as wash room concerned.

Total no. seats 2 No. wmn. per seat 21
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other porter No. resp ✗
Swept reg. ✓ Freq. dly Wrk. hrs. ✗ Scrub reg. ✓ Freq. dly Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with restroom Prov. ✓ Kind Place to eat —
Loc. off wkrm Equip.o.k. tables benches Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ~~✗~~
Prov. hot food, drink only ✓ Cooking convncs ✗ Supr. ✓ If none —
furnished by firm.

30-2-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with lunchroom Prov. ✓ Loc. off wkrm. Equip. o.k. 1 couch + chairs
Cln. ✓ Lgt.nat. ✓ Art. ✓ Vent.o.k. ✓ Supr. ✓ If none —

27. Cloakroom, combined with — Prov. ✓ Loc. off restroom Conv. ✓ Lkr. ✓
Shlv. ✗ hngr. ✗ Wl.hk ✗ Seats ✗ Cln. ✓ Lgt.nat. ✗ Art. ✓
Vent.o.k. ✗ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✗ Chg.of — Dr.reg. ✗ On call — 1st aid emergency room
Chg.of matron * Med.exam ✗ Health rec. ✗ Acc.rec. ✗
Comp. Under state law. Insurance carried

29. Other welfare: ✗

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand													
cleat feeder	—	✗	✗	—	✗	✓	✗	✓	✓	✗	✓	coveralls	✗
Sit or stand													
stock girl	E	✓	✓	—	✓	✗	✗	✓	✓	✗	✓	coveralls	✗
saw girl	E	✓	✓	—	✓	✗	✗	✓	✓	✗	✓	"	✗

Describe: Opportunity to sit, etc. Relief provided for cleat feeders.

28. "Matron" does not satisfactorily express the duties of the individual. She had some of the duties of a forelady, having some supervision over the work of the girls and she hired all the girls. She also had been a nurse for several years (probably "practical") and had charge of first aid. She made the coffee and had charge of keeping order in the lunch + rest room.

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

30-4-C

Chicago, Ill.

1. Name of factory National Box Co. Address 38th + S. Racine
Person interviewed Mr. Furlang
2. Product Wooden boxes Position Supt.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	90	30	Boys	—	—	120
Women	—	22	Girls	—	—	22
Total	90	52	Total	—	—	142

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:00 End 4:30 Lunch period 30 m. Rest period — Total 9

Saturday " 7:00 " 12:00 " " — " " — " 5

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours 50

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Slack now. Heaviest in the fall.

6. Employment Policy:
Employment manager x Or centralized method ✓ supt. Foremen x
Records kept x

7. Subcontract shop x Home work given out x

Date 3-13-'24 Agent R. Vaxis

(322)

30-4-C

FACTORY SCHEDULE, Sheet 2.

Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	in wkrm	x	✓	x*	✓	x	x	✓	✓	
1	" "	x	✓	x	✓	x	x	✓	✓	
1	" "	x	✓	x	✓	x	x	✓	✓	

* Not specifically for stairway, but entirely open in workroom + lighted by general artificial lighting of workroom

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	✓	—	1	x	x	1	✓	x	x	1	✓	x	x	x
2	"	✓	✓	—	2	x	x	2	✓	x	x	2	✓	x	x	x

Plant consisted of 3 adjoining buildings, women working on 1st floor of one and on 2nd flr of another

Notes The walls were all of rough brick, unpainted. Ceiling of wood never had paint either. Floors cleaned continuously during work hours + thoroughly on Saturday afternoon when plant closed.

14. Clnged: by girls x men x jant. x janitress x other porter no resp.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Opalescent glass sash windows. On 2 sides of 1 room + 3 sides of other. No women facing light and near enough for any glare. Shades.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Some individual lights, unshaded. In other sections general lighting with reflectors.

17 - 18: Glare or reflection: describe Individual unshaded lights were high enough that did not shine in workers eyes.

19. Heating system Pipes over head. Radiators in cloakroom.

cold and all of the women wore ~~of~~ sweaters and hats and some galoshes. Supt. said they had heat, but was complaint that p. part was too warm & they had turned ~~heat~~ off.

24- Woman had nothing to do but clean the two cloak & toilet rooms, but said it was too cold for floors to dry if scrubbed this time of year. Scrubbed about twice a week when weather milder.

26. Restroom, Left Clothroom Clin. 27. Clothroom Left

304-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. — Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with lunch Prov. ✓ Loc. 2nd flr. Conv. ✓ Lkr. ✓
Shlv. x hngr. x Wl.hk ✓ Seats ✓ Cln. moderate Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✓ Chg.of nurse Dr.reg. ✓ On call ✓ 1st aid -
Chg.of — Med.exam x Health rec. x Acc.rec. ✓
Comp. Under state law. Accident insurance carried.

29. Other welfare: —

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
cleat girl	F	✓	✓	box	✓	x	x	x	x	—	—	—	✓
end holder	F	✓	✓	box	✓	x	x	x	x	—	—	—	✓
Stand													
cleat nailing mach.	—	x	x	—	x	x	x	x	x	—	—	—	✓
Matching mach.	—	x	x	—	x	x	x	x	x	—	—	—	✓
Saw girl	—	x	x	—	x	x	x	x	x	—	—	—	✓
~~Sit or stand~~													
Folding down tops	—	x	x	—	x	x	x	x	x	—	—	—	✓

Describe: Opportunity to sit, etc. Nothing for girls to sit on in ukrm. whose jobs were standing. But two were sitting one cloak room at time of visit

27. Part of wraps were hanging on hooks outside lockers. Matron said because they didn't like to put them in their lockers on account of the roaches.

30. None of the girls were doing heavy or dangerous work. "Saw girls" only stacked boards as they came to her from small saw. Sawing done by men.

Illinois.

Textile, Other

12 Schedules

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29. Illinois - Textile, Other.

29-1-2

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Western Bag & Burlap Address 2437 W. 14th St.
Person interviewed Mr. Galafish
2. Product Burlap bags Position pres.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	–	9	Boys	–	–	9
Women	–	16	Girls	–	–	16
Total	–	27	Total	–	–	27

25

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:30 End 4:30 Lunch period 30 min Rest period x Total 8½

Saturday " 7:30 " 12:30 " " x " " x " 5

Shifts " – " – " " – " " – " –

Regular weekly number of days 5½ Total weekly hours 47½

Shifts weekly number of periods – Total shifts weekly hours –

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Busy season in fall – orders for bagging produce.

6. Employment Policy:
Employment manager x Or centralized method ✓ Foremen ✓ (only 1)
Records kept x

7. Subcontract shop x Home work given out x

Date 4-3-'24 Agent TVorb

(322)

Westbrook 29 K C

FACTORY SCHEDULE, Sheet 2.

8. Halls:

Indirect x Cl. X Nat.lt.o.k. ✓ Art.prov. ✓ Other –

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	in hall	x	✓	✓	✓	x	✓	x	✓	–

Workrooms. Number 1

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2	wood	✓	✓	–	2	x	x	2	✓	x	✓	2	✓	x	✓	x

Notes

14. Clnged:by girls x men x jant. x janitress x other ~~part~~ no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Sash windows on 2 sides, occupying most of wall space. Clear glass; shades. Approximately half of women faced the light on

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, drop lights, shaded.

17 - 18: Glare or reflection: describe From windows for part of stitchers. Artificial lighting would cause glare & shadows when in use.

19. Heating system Radiators under windows.

Weston 29-1-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. X Art. X Kind —
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes
Other Dust from burlap, although pres. insisted it was taken care of. At one end of room had row of suction cleaners which were used to remove dust from burlap as it came in. Girls were furnished with cheese cloth to tie over mouth + nose. About 2/3 used it.

Sanitation:
22. Drinking facilities, loc. in wkrm Conv. ✓
Bblr. X San ✓ Tank X Cooler X Faucet ✓ Other —
Cup, common X Individual X Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	com. trough	✓	X	✓	X	X	✓	✓	X	X	Ice week

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	2	offwkrm	✓	X	✓	X	✓	✓	X	X	✓	X	X	✓	✓

Total no. seats 2 No. wmn. per seat 8
Clng. by girls X Men X Jant. X Janitress X Other porter No. resp X
Swept reg. ✓ Freq. dly Wrk. hrs. X Scrub reg. X Freq. — Work hrs. X

Service and Welfare.
25. Lunchroom, combined with — Prov. X Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only X Cooking convncs X Supr. — If none Eat in workroom

29-1-C
Westbrook Bag

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. ✓ Loc. of floor Conv. ✓ Lkr. X
Shlv. X hngr. X Wl.hk ✓ Seats ✓ Cln. ✓ Lgt.nat. X Art. ✓
Vent.o.k. X Supr. X If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call X 1st aid kit
Chg.of president Med.exam X Health rec. X Acc.rec. X
Comp. Under compensation law. Insurance carried.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit stitching	B	✓	✓	—	X	X	X	X	X	—	—	—	✓
Stand sorting	—	—	X	—	X	X	X	X	X	—	—	—	✓
Sit or stand													

Describe: Opportunity to sit, etc. Only one girl sorting. No provision was made for her to sit.

29-5-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory McCormick Twine Mill (International Harvester Co) Address Blue Island Ave & Hoyne Chicago
Person interviewed Mr Morris - Supt
2. Product Twine for harvesting Position Mr Adams - Empl. Mgr
Mr. Young, Sec Director of Industr. Relations
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	303	110	Boys	—	—	413
Women	108	20	Girls	—	—	128
Total	411	130	Total	—	—	541

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7 End 4 Lunch period 30 Rest period — Total 9

Saturday " 7 00 " 12 00 " " — " " — " 5

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 50

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal No

6. Employment Policy:
Employment manager ✓ Or centralized method — Foremen —
Records kept ✓ very elaborate & complete

7. Subcontract shop X Home work given out X

Date 3/12/24 Agent E. J. Best

(322)

McCormick Twine

29-5-e

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ___ Cl. ___ Nat.lt.o.k. ___ Art.prov. ___ Other ___

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	north end	X	✓	✓	✓	X	X	✓	✓	—
1	of workroom	X	✓	✓	✓	X	X	✓	✓	—
1	Centre behind	X	✓	✓	✓	X	X	✓	✓	—
	workroom									

Workrooms. Number 11

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Basement	workroom			✓	—	—	✓	X	—	✓	✓	X	—	✓	✓	X	✓
1st	wood		✓	✓	shifting floor	—	X	X	—	✓	✓	X	—	✓	✓	X	X
2nd	"		✓	✓	—	—	X	X	—	✓	✓	X	—	✓	✓	X	X
3rd	"		✓	✓	—	—	X	X	—	✓	✓	X	—	✓	✓	X	X
4th	"		✓	✓	—	—	X	X	—	✓	✓	X	—	✓	✓	X	X
5th	"		✓	✓	—	—	X	X	—	✓	✓	X	—	✓	✓	X	X

Notes Basement & attic used as workroom work — attic room

14. Clnged:by girls ___ men ___ jant. ___ janitress ___ other janitor no resp. ___

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Windows on 2 sides east & west & south & on 3 sides of north wall. no shades or awnings as dirty not necessary

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) overhead electric bulbs — oval reflectors & dust from — bulbs unshaded bulbs

17 - 18: Glare or reflection: describe only from unshaded bulbs

19. Heating system from overhead pipes & from machinery

McCormick Twine 29-5-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Electric fans in east wall
Loc. [illegible] + exhaust on cards

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Not excessive compared to other
Other mill [illegible] cards & [illegible] machines [illegible] exhaust [illegible] scattered throughout [illegible] floor [illegible] considerable dust (ow)

Sanitation:
22. Drinking facilities, loc. in workroom Conv. ✓
Bblr. ✓ San X Tank — Cooler — Faucet — Other —
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
8	trough & [illegible] basins	✓	✓	✓	✓	✓	✓	✓	—	—	2nd Mly

24. Toilets: Kind flsh Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat — Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. —

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
8	38	Basement floor	3	✓	✓	✓	X	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 38 No. wmn. per seat 3
Clng. by girls — Men — Jant. — Janitress — Other Janitor No. resp —
Swept reg. ✓ Freq. 2nd Wrk. hrs. ✓ Scrub reg. ✓ Freq. 1st Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. ✓ Kind cafeteria
Loc. [illegible] Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, ~~drink only~~ ✓ Cooking convncs — Supr. — If none —

The balls the inner handle constantly weigh from 6 – 15 lbs and they carry & lift them constantly. The pull to get a ball off the under reservoir is lbs of effort but they are not all so patent arrangement which makes only 25 lbs of pull necessary

26. Restroom
Cln. ✓ I

27. Cloakro
Shlv.
Vent.o.k.

McCormick Twine 29-5-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. ✓ Loc. off office Equip. o.k. for 5 in each cordy
Cln. ✓ Lgt.nat. ✓ Art. ✓ Vent.o.k. ✓ Supr. ✓ If none — chairs

27. Cloakroom combined with washrooms Prov. ✓ Loc. ✓ Conv. ✓ Lkr. ✓
Shlv. ✓ hngr. ✓ Wl.hk — Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. in city Chg. of nurse Dr.reg. ✓ On call — 1st aid ✓ in small bdg
Chg. of office work Med.exam ✓ Health rec. ✓ Acc.rec. ✓
Comp. under state law — covered in Dec. 1916 & company official memorandum

29. Other welfare: Sick benefits, old age pension, life insurance — these are afforded in case of sickness & accidents & there is a small per cent of wages each month (1½) Works Council Dec.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Stand													
machine tenders	all	with seat	✓	on machine		—	—	✓	✗	✗	✓	aprons	
inspectors	E	—	✓	—	—	—	—	✓	✗	✗	✓	aprons	
Ball tenders	E	—	✓	—	—	—	—	✓	✗	✗	✓	"	
~~Sit or stand~~													
Cone tell	E	—	✓	—	—	—	—	✓	✗	✗	✓	"	
Spooling	all	with seat	✓	on seat		—	—	✓	✗	✗	✓	"	

Describe: Opportunity to sit, etc. The machine tenders have very little time to sit — depending upon seat was afforded to machine more often than is used — in fact was girl sitting one waiting for work — element was observed seated.

29-6-C ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago

1. Name of factory Deering Twine Mill Address 2720 Cottage
Person interviewed Mr Parson Supt
2. Product Twine Position Mr Young Indus Relat
Supt. Indus. Harrison

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	237	44	Boys			281
Women	135	55	Girls			190
Total	372	99	Total			471

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7⁰⁰ End 4³⁰ Lunch period 30 Rest period — Total 9
Saturday " 7⁰⁰ " 12⁰⁰ " " — " " — " 5
Shifts " " " " " " " "
Regular weekly number of days 5½ Total weekly hours 50
Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total
Saturday " " " " " " " "
Shifts " " " " " " " "
Regular weekly number of days Total weekly hours
Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Busiest in spring months - March 15th begin a night shift

6. Employment Policy:
Employment manager ✓ Or centralized method ✓ Foremen —
Records kept ✓

Subcontract shop X Home work given out X

Date 3/13/24 Agent Hawkins & Best

(322)

...ing Irvine Mill 29-6-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✓ in stair well only Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	at each end	X	✓	✓	✓	X	X	✓	✓	—
1	of workroom	X	✓	✓	✓	X	X	✓	✓	—

Workrooms. Number 7 (where women are employed)

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st fl	cement	✓	X ✓	*	1st fl	bins & boxes	X X	1st fl	✓	X	✓	1st fl	✓	X	X	X
2nd fl	wood	✓	✓	—	2nd fl	X	X	2nd fl	✓	X	✓	2nd fl	✓	X	X	X
3rd fl	"	✓	✓	—	3rd fl	X	X	3rd fl	✓	X	✓	3rd fl	✓	X	X	X
4th fl	"	✓	X ✓	*	4th fl	X	X	4th fl	✓	X	✓	4th fl	✓	X	X	X

Notes X 10 - The general floors + aisles of floors were clean but under & around machines there was accumulation of fibre & dust - on floor metal platforms were slowly rotated & potential cause for accidents - Entire aisle dirty

14. Clnged:by girls ____ men ____ jant. ____ janitress ____ other ____ no resp. ____

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Windows of plain glass on 2 long sides of workrooms & end of workroom at south end of building - no shades was seen - artificial light necessary in central rooms

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Uniform throughout - general overhead lights - plain shaded reflectors - lights about 15 ft from floor - height at best 20 ft

17 - 18: Glare or reflection: describe X None

19. Heating system Washed & heated air sent through vents in workroom walls - temperature very comfortable

Twine mill 29-6-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Only on the coarser picking machines Loc. Card room

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes No humidity or special amount of lint is necessary for the operation of the mills in the particular department. Fire, fire, fire, disease - heavy lifting of bales & yarn (Mrs. Jane McCormick asked)
Other

Sanitation:
22. Drinking facilities, loc. 3 in each room Conv. ✓
Bblr. ✓ San X Tank — Cooler — Faucet — Other —
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1st fl 2	Long enamel	✓	✓	✓	✓	✓ liquid	✓	✓	X	X	2 a piece
2nd fl 1	Long slate	✓	✓	✓	✓	✓	✓	✓	X	X	each week
3rd fl 1	hot & cold water	✓	✓	✓	✓	✓	✓	✓	X	X	
4th fl 1	Kinnelle lite-slate	✓	✓	✓	✓	✓	✓	✓	X	X	
	floors from one to four										

24. Toilets: Kind Flushing Sep. ✓ If none, arrangement —
Flush, hand — Auto. seat ✓ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. —

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Cement floors	18	1st	offset	✓	✓	✓	—	✓	✓	✓	✓	X	—	✓	✓	✓
	18	2nd	offset	✓	✓	✓	—	✓	✓	✓	✓	X	—	✓	✓	✓
	18	3rd	offset	✓	✓	✓	—	✓	✓	✓	✓	X	—	✓	✓	✓
	18	4th	offset	✓	✓	✓	—	✓	✓	✓	✓	X	—	✓	✓	✓

Total no. seats 72 No. wmn. per seat 24
Clng. by girls — Men — Jant. — Janitress — Other matron No. resp —
Swept reg. ✓ Freq. 2nd day Wrk. hrs. ✓ Scrub reg. ✓ Freq. Last Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with — Prov. ✓ Kind Cafeteria
Loc. Mill Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only ✓ Cooking convncs — Supr. — If none —

...ing Twine Mill.

29-6-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with hospital Prov. ✓ Loc. Hallway Equip. o.k. ✓
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✓ If none —

27. Cloakroom, combined with washroom Prov. ✓ Loc. on each floor of workroom Conv. ✓ Lkr. ✓
Shlv. — hngr. — Wl. hk — Seats insid Cln. ✓ Lgt. nat. ✓ Art. ✓
Vent. o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service: restroom
Hosp. — Chg. of nurse Dr. reg. ✓ in mill city On call — 1st aid ✓
Chg. of nurse Med. exam ✓ Health rec. ✓ Acc. rec. ✓
Comp. Compensation Act — Also has own insurance plan which employes may join

29. Other welfare: Sick benefits + life insurance — will give large small (1½ hr) up to age monthly — also thru ... Works council + old age pension

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit													
Stand													
Roving fr	attached chair	✓		on chair				✓	✓		✓	dress	
Spinning	E	✗	✗	✗	✗			✓	✗		✓	dress	
Letting off	E	✗	✗	✗	✗			✓	✗		✓	dress + cap	
~~Sit or stand~~													
Covering falls	E	✗	✓	✗	✗			✓	✗		✓		
Inspecting	E	✗	✓	✗	✗			✓	✗		✓		

Describe: Opportunity to sit, etc. Seats for girls at rovings frames are attached to frame & may be adjusted — are in a chair and have a foot rest — letting off has a seat & sit on overhang or frame at occasionally but not enough to speak of
* Uniforms & caps are sold to worker at wholesale prices

Bobbins are sent every 45 min — they weigh 15-16 lbs. girls change their own bobbins — tend 8 or 9 frames also serve bobbins —

29-7-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Empire Mattress Co. Address 2231 W. Madison
Person interviewed Mr. Van Gerber
2. Product Cotton felt mattresses & cushions Position Manager
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	15	45	Boys	—	—	60
Women	—	3	Girls	—	—	3
Total	15	48	Total	—	—	63

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8:00 End 5:30 Lunch period 30 min. Rest period X Total 9

Saturday " 8:00 " 12:30 " " — " " — " 4½

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 49½

Shifts weekly number of periods _____ Total shifts weekly hours _____

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Seasonal Busiest season in April & May, rather slack at present

6. Employment Policy:
Employment manager X Or centralized method ✓ manager Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 3-10-'24 Agent R. Vois

(322)

29-7-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	inside-center bldg	X	X	✓	✓	✓	X	✓	✓	
	Although girls worked on 1st fl. had to punch time on 2nd fl and used this stairway.									

Workrooms. Number 1

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	✓	—	1	✓	✓	1	✓	X	X	1	✓	X	X	X

Notes

14. Clnged:by girls X men X jant. X janitress X other ~~porter~~ no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain glass windows on one side. No workers facing light - all at right angles. No shades or awnings.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Drop light over each machine - plain, unfrosted bulb and tin shade or reflector.

17 - 18: Glare or reflection: describe Not from natural light, + not markedly from unshaded bulbs, because were above girls heads.

19. Heating system Radiator along wall on side opposite workers

29-7-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. ✗ Kind —
Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✗
Other

Sanitation:
22. Drinking facilities, loc. in wash + cloakroom Conv. ✓
Bblr. ✗ San ✗ Tank ✗ Cooler ✗ Faucet ✓ Other ✗
Cup, common ✗ Individual ✓ by own Kind —

23. Washing facilities — If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	exam. basis	✓	✓	✓	✓	✓	✓	✗	✗	✓	ke dly.

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	1	1	off wkm.	✓	✗	✗	✓	✗	✓	✗	✓	✗	—	✗	✓	✓

✗ But only women working in room on which it opened

Total no. seats 1 No. wmn. per seat 3
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other porty No. resp ✗
Swept reg. ✓ Freq. ke dly Wrk. hrs. ✗ Scrub reg. ✓ Freq. ke dly Work hrs. ✗

Service and Welfare.
25. Lunchroom, combined with — Prov. — Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none —

29-7-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. — Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with washroom Prov. ✓ Loc. off workroom Conv. ✓ Lkr. ✗
Shlv. ✓ hngr. ✗ Wl.hk ✓ Seats ✗ Cln. moderate Lgt.nat. ✗ Art. ✓
Vent.o.k. ✓ Supr. ✗ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✗ Chg.of — Dr.reg. — On call ✓ 1st aid ✗
Chg.of — Med.exam ✗ Health rec. ✗ Acc.rec. ✗
Comp. Under state laws. Carry accident insur. for employees

29. Other welfare: —

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
stitching	A	✓	✓	—	✗	✗	✗	✗	✗	—	—	—	✓
Stand													
Sit or stand													

Describe: Opportunity to sit, etc. —

29-8-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Burton-Dixie Corp. Address 2024 So. Racine Ave. Chicago
Person interviewed McArthur
2. Product Mattresses, pillows, bolstering, automobile padding; box springs. Position Superintendent of Mill Dept.
3. Number employed:

Day

	W.	C.		W.	C.	Total	
Men	182	50	Boys	X	X	232	
Women	62	26	Girls	X	X	~~88~~	89
Total	244	76	Total	X	X	~~320~~	321

Night

	W.	C.		W.	C.	Total	
Men	4	4	Boys	X	X	8	
Women	~~4~~ 3	–	Girls	X	X	~~4~~	3
Total	8	4	Total	X	X	~~12~~	11

320
12
332

4. Firm's scheduled hours: Day

Daily: Begin 7.30 End 5.15 Lunch period 30 m. Rest period X Total 9 1/4

Saturday " 7.30 " 12.15 " " X " " X " 4 3/4

Shifts " X " X " " X " " X " X

Regular weekly number of days 5 1/2 Total weekly hours 51

Shifts weekly number of periods X Total shifts weekly hours X

3 Night regular, but soon working three hours

* Daily: Begin 5.15 End 3.45 Lunch period 30 min. Rest period X Total 10 hrs.

(over) ~~Saturday~~ " X " X " " X " " X " X

Shifts " X " X " " X " " X " X

Regular weekly number of ~~days~~ nights 5 Total weekly hours 50

Shifts weekly number of periods X Total shifts weekly hours X

5. Seasonal Busy season in spring & fall. Dependent also upon automobile sales.

6. Employment Policy: Each supt. hires his own people
Employment manager X Or centralized method X Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 4/5/24 Agent M. Belt

(322)

* Hours: Period taken (Feb. 4-16 - former cards destroyed) only a little night work & short hours with no rest or lunch period - 9.00 p.m. - 2 a.m. = 5 hrs.

Cards; 56 W. 25 col.

81 use

8 out (Clerks cl.)

3 Night Out

~~89~~

92

Halls:

* Indirec

* (

9. Stairway:

No. | Locat

Bmlin - Dixie Cof

29-8-C

FACTORY SCHEDULE, Sheet 2.

Halls:

Indirect ✓ Cl. ✗ Nat.lt.o.k. ✗ Art.prov. ✓ * Other —

** (over) * but not adequate.

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	Plant made up of a series of	✗	✗	✓	✓	✗	✗	✗	✓	—
2	small bldgs. purchased one	✗	✓	✓	✓	✗	✗	✓	✓	—
3	at a time. Each	✗	✗	✓ *	✓	✗	✗	✗	✓	—
4	one therefore has its own stairway	✗	✓	✓	✓	✗	✗	✓	✓	—
	+ all the bldgs. open into one									
	another.		* but not adequate							

Workrooms. Number 6

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
4	wood	✓	✗	—	4	✗	✗	4	✓	✗	✓	4	✓	✗	✓	✗
A 3	"	"	✓	—	3	"	"	3	"	"	"	3	"	"	"	"
2B	"	"	✗	—	3	✓ *	✓	3	✓	✗	✓	3	✓	✗	✓	✓
3C	"	"	"	—	3C	"	"	3	"	"	"	3	"	"	"	"
2A	"	"	"	—	2	"	"	2	"	"	"	2	"	"	"	"
2B	"	"	✓	—	2B	✗	✗	2	"	✗	✓	2	✓	✗	✓	✗

Notes Bathrooms too close together. Piles of batting on floor. Necessary to crawl over them all to get by. In 3rd room kind of ladder or plank a foot high stretched across room. Also piles of batting which I had to wade through knee deep - no passage.

14. Clnged: by girls ✓ men ✓ jant. ✗ janitress ✗ other porter no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Stitching room - ordinary windows 2 sides. Nothing serious. Room - windows 3 sides. Mill proper - lighting fair in general. 3rd floor A, dirty windows on side, + skylight. Room 3C - windows 2 sides; skylight. 2nd floor carding room - wind. 3 sides. Room 2B - stitching - windows 1 side.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Stitching room - low hung green flare reflectors. Not very good light. Work seems on matchers - ins. lts. in ceiling. Large iron sh. reflectors. - Mill proper, insufficient + poor bulbs, no sh. lts. 2B stitching - ceiling lt. Good sh. reflector.

17 - 18: Glare or reflection: describe —

19. Heating system Steam pipes around wall.

8. ** One section of the plant does not quite come under either Roll or Stain, yet it is a connecting passage which I went through to get from one part of the plant to another. It is in the mill proper & one goes down an inclined sort of gang plank, which I slipped down in the darkness, but stopped at one of the sort of treads. The floor of this room is about five feet below that of the two adjoining building & these gangplanks are used at both sides of it. It has no windows, is apparently used as a sort of storeroom of cotton in some stage. Seems to have one or two electric bulbs in the ceiling which were unlit. The supt. said they thought they would have the floor raised to the level of the adjoining room some time.

21. Special p

Heat -

Other

.0. Ventilatio

App. o

Burton Fixe. Corp. 29-8-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. X Art. ✓ Kind (pulled down window)
Loc. textile lattice room. Totally inadequate.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Lint & dust in mill simply appalling.
Other - Do not see how employees could live at all during great length of time. Humidifiers, sprinkers & yet it is battled
No skylight or air bench in card room. Cotton too coarse to need humidification that room
Sanitation:

22. Drinking facilities, loc. Wkrm. Conv. ✓
Bblr. X San - Tank - Cooler - Faucet ✓ Other -
Cup, common - Individual ✓ if any Kind -

23. Washing facilities If none, where wash -

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	trough	Wkrm	✓	✓	✓	✓	X	✓*	X	X	-
1	"	"	✓	✓	✓	✓	X	X	X	X	-
1	"	"	"	"	"	X	"	"	"	"	"
1	"	"	"	"	"	✓	"	"	"	"	"
1	"	"	"	"	"	✓	* "	"	"	"	"

* Indiv if any at all.

24. Toilets: Kind Plbg Sep. ✓ If none, arrangement -
Flush, hand ✓ Auto. seat X Repr ✓ - * Plb ✓ Cl. ✓ Paper ✓ - * Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
3 little separate rooms close together 1	1	4	Wkrm	✓	X	X	✓	X	X	✓	X	✓	-	X	✓	✓
1	1	4	"	"	"	"	"	"	"	"	"	"	"	"	"	"
1	1	4	"	"	"	"	"	"	"	"	"	"	"	"	"	"
Col. 1	3	3	Wkrm	✓	X	X	X	✓	✓	✓ -	X	X	-	✓	✓	X
Col. 1	3	3	"	"	"	"	"	"	"	"	✓	"	-	"	"	✓
Col. 1	2	2	"	"	"	"	"	"	"	"	"	X	-	X	✓	X
2 little rooms 1	1	2	"	X	✓ **	✓	✓	X	"	✓	✓ **	X	-	X	✓	✓
1	1	2	"	X	✓	✓	✓	X	"	✓	✓	X	-	X	✓	✓
											**					

* (over) ** Screened by rows of lockers. ** Lid [illegible] not quite up to ceiling. Some ventilation therefore from ** window.

Total no. seats - No. wmn. per seat W 5 (Col 3)
Clng. by girls X Men X Jant. X Janitress X Other - No. resp -
Swept reg. X Freq. - Wrk. hrs. - Scrub reg. X Freq. - Work hrs. -

Service and Welfare.

25. Lunchroom, combined with rest + rec room Prov. ✓ - * Kind set aside. Has a small table
Loc. Wkrm Equip.o.k. X Cln. X Lt.Nat. ✓ Art. ✓ Vent.o.k. X
~~Prov. hot food~~, drink only ✓ Cooking convncs ✓ Supr. X If none ✓ - *

No partition. But space in wkrm.

Boiler for coffee & chairs.

* For white women (machine op.-sewing) only.

* Condition of toilets for colored people simply unbelievable. 3rd floor room A, no doors to seats; 2 seats out of 3 out of order. Small room with some clothing hung on hooks. Dirt & bad odor indescribable. No paper. Both seats out of order. Floor running with water. Room on 2nd floor even worse. Room otherwise clean, but notice on door saying "Do not use. Out of order."

* * Still proper, practically all women are colored. They have to do a lot of the cleaning (what little is done - looks as though it had never seen water). On colored women sweeping as I came through - just stirring up dust & dirt even more, clearing one space at expense of the rest. Two of the colored toilets I can't believe have ever had any supervision.

26. Restroom, Cln. X Le

27. Cloakroom Shlv. _____ h

Burton - Fifie Corp

2-7-8

Not sep. room, but small space set aside, containing small table + straight chairs. Victrola.

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with lunchrm. Prov. ✓ Loc. Wkrm. Equip. o.k. ✗
Cln. ✗ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✗ Supr. ✗ If none ✗

27. Cloakroom, combined with — Prov. ✗ Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl. hk — Seats — Cln. — Lgt. nat. — Art. —
Vent. o.k. — Supr. — If none ✓ lkr. ✓ shlv. ✗ hngr. ✗ Wl. hk ✗

28. Health Service:
Hosp. ✗ Chg. of ✗ Dr. reg. ✗ On call ✓ 1st aid ✓ 2 cabinets
Chg. of Supts. Med. exam ✗ Health rec. ✗ Acc. rec. ✓ rec. of all acc. serious enough to need doctor. Ins. doctor + he sends in. Ill. record + sends union to plant.
Comp. Under State Law - Outside acc. ins.

29. Other welfare: —

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit stitch m.l. mattress bord	A	✗	✓	—	✗								
Stand mattress bord covers, carry large layers of cotton batting + fill tables ~~Sit or stand~~ from bottle bathheads cutting cotton padding carding mach. helper carrying cotton lapes	E *	✗	✗	—	✗								
	—	—	—	—	—								
	—	—	—	—	—								
	—	—	—	—	—								
	**	—	—	—	—								
	**	—	—	—	—								

Describe: Opportunity to sit, etc. —

* Very high stools. Quite a few lower stools in room when women were at the time sitting, work being slack.

** Women help feed ropes of coarse cotton (slivers about 6 in. in diameter) from cans into box. Others help carry the layers of cotton. (All colored women + used for unskilled heavy work.

Gen. Plant considerably worse because made up of a number of small, old buildings. Neither space, air, nor light which might have made them endurable.

Illinois

Laundries

44 Schedules

Bu[illegible] 5[illegible]

Women in Illinois Industries 1926

Factory Schedules - Pack No 2.

S 22

Illinois- Laundries

32-2-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Bismark Hotel Address W Randolph St
Person interviewed Mr K J Eitel
2. Product Laundry Position Manager
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	X	X	Boys			X
Women	X	6	Girls			6
Total	X	6	Total			6

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 800 End 400 Lunch period 30 Rest period X Total 7½

Saturday " 800 " 400 " " 30 " " X " 7½

Shifts " X " X " " X " " X " X

Regular weekly number of days 6 Total weekly hours 45

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method ✓ Foremen ✓
Records kept X

7. Subcontract shop X Home work given out X

Date 3/4/24 Agent C E Perrault

(322)

32-2-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✓ Cl. ✓ Nat.lt.o.k. X Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	Inside bldg	X	X	✓	✓	X	X	✓	✓	—

Workrooms. Number 1

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Basement	1	cement	✓	✓	—	1	X	✓	1	✓	X	X	1	✓	X	X	✓

Notes Walls & ceiling very dark & grimey.

14. Clnged:by girls X men X jant. X janitress X other porter no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. no natural light three small windows at end of room, not to street, one had exhaust others were painted over.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric lighting - unshaded bulbs glare from bulbs. —

17 - 18: Glare or reflection: describe see 16

19. Heating system Heat from machinery

32-2-e

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Exhaust
Loc. In window end of room.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Heat + moisture, no
Other canopy over mangle.

Sanitation:

22. Drinking facilities, loc. In toilet off wkr rm Conv. ✓
Bblr. — San — Tank — Cooler — Faucet ✓ Other —
Cup, common — Individual ✓ Kind workers bring own.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	Basins	✓	✓	✓	X	✓	✓	✓	X	X	daily

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat — Repr ✓ Plb ✓ Cl. X Paper ✓ Instrt. ✓

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	1	1	off wkr	✓	✓	✓	✓	X	✓	✓	✓	X	X	X	✓	X

Total no. seats 1 No. wmn. per seat 6
Clng. by girls X Men X Jant. X Janitress X Other porter No. resp —
Swept reg. ✓ Freq. wp Wrk. hrs. ✓ Scrub reg. ✓ Freq. 6 mo Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with X Prov. X Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs X Supr. — If none ✓

Workers eat in laundry.

32-2-e

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none ✓

27. Cloakroom, combined with — Prov. ✓ Loc. next toilet Conv. ✓ Lkr. X
Shlv. X hngr. X Wl.hk ✓ Seats X Cln. ✓ Lgt.nat. X Art. ✓
Vent.o.k. X Supr. X If none X lkr. X shlv. X hngr. X Wl. hk X

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call X 1st aid House doctor.
Chg.of X Med.exam X Health rec. X Acc.rec. X
Comp. Compensation act insured

29. Other welfare: House doctor for emergency only, insurance doctor for all other.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Feeder	a	X	✓	X	X	X	X	X	X	X	X	X	✓
Folder	a	X	✓	X	X	X	X	X	X	X	X	X	✓
Stand													
Basser	a	X	✓	X	X	X	X	X	X	X	X	X	✓
Sit or stand													

Describe: Opportunity to sit, etc. Girls who stand at work have chairs they may use when not busy.

Chicago 32-3-8

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Morrison Hotel Laundry Address Madison St.
2. Product flat + guest's Laundry Person interviewed Mr. McWilliams Mgr. Position Mr. Nielson Asst. Mr. Harvey Bookkeeper.
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	14	2	Boys			16
Women	18	14	Girls			32
Total	32	16	Total			48

32

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7.30 End 4.30 Lunch period 30 min Rest period X Total 8 2

Saturday " 7.30 " 4.30 " " 30 min " " X " 8 2

Shifts " X " X " " X " " X " X

Regular weekly number of days _____ Total weekly hours 51

work 6½ hrs on Sundays. with 1 day off about every 2 wks.

Shifts weekly number of periods _____ Total shifts weekly hours _____

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Seasonal none

6. Employment Policy:
Employment manager X Or centralized method ✓ Foremen departmental heads. head of laundry.
Records kept

7. Subcontract shop X Home work given out X

Date 3/6/24 Agent E. L. B. + H. M. H.

(322)

32-3-c

FACTORY SCHEDULE, Sheet 2

8. Halls:

Indirect ✓ Cl. X Nat.lt.o.k. X Art.prov. ✓ Other —

winding halls some wood - worn in places, some cement. Old buildings. Hard to call where one ended & other began - wide.

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
* P.T.O.	3rd basement	X	X	✓	✓	X	X	✓	✓	—
									X	

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
3rd basement	Cement	✓	✓	boards on floor.	3 bas.	X	X	3rd basement	✓	X	✓	3rd basement	✓	X	✓	X
mender + soldering room	Linoleum	✓	✓	boards on floor	3 base	X	X	3rd basement	✓	X	✓	3rd basement	✓	X	✓	X

Notes Boards on floor for a few workers - but many stood on the cement floor.

14. Clnged:by girls X men X jant. X janitress X other col porters no resp. Y

Cleaned & scrubbed daily.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. None - this was located in the 3rd basement

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Electric - no globes nor reflectors. string lights

17 - 18: Glare or reflection: describe string lights no reflectors at a bad angle for eyes.

19. Heating system Steam + heat from machines. Not much danger of its being cold down here.

* 9. There were stairways going from dressing room to laundry, some were cement, some were wood with worn treads. It was a long devious route getting there, down one stairway and up another. artificial light provided in all cases. Guide who took tourists thru' lost his way + had to get a porter to lead them

There is a service elevator.

20. Ventilation: App. o.k. V

21. Special prob Heat -Col

32-3-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Vntil system, inlet + outlet.
Loc. running along below ceiling

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes
Other Location of laundry in 3rd basement made it a problem to keep air cool + fresh. Air taken was strong enough to blow a cloth at rt. angles. Outlet exhausts over the 2 mangles which were running. Inlet was 3-4 ft square. air here was better than in 1st basement kitchen

Sanitation:
22. Drinking facilities, loc. In work rooms Conv. ✓
Bblr. X San — Tank X Cooler X Faucet ✓ water tubs Other
Cup, common X Individual X Kind X

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	enamel wash basin	✓	✓	✓	✓	✓	X	—	—	—	—

24. Toilets: Kind plumb-flush Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat — Repr ✓ Plb X Cl. X Paper ✓ Instrt. X
** Sanitary seat X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	Cem	near women.	✓	X	✓	X	✓	✓	✓	X	✓	✓	X	✓	X

Total no. seats 2 No. wmn. per seat 16
Clng. by girls X Men X Jant. X Janitress X Other col. porters No. resp X
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. daily Work hrs.

Service and Welfare.
25. Lunchroom, combined with X Prov. ✓ Kind Cafeteria
*Loc. 2nd fl Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓- Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only — Cooking convncs — Supr. ✓ If none —

* not convenient for laundry workers. would have quite a distance to go. get 2 meals free per day.
** Sanitary seat. but whole place was so dirty, that meant little.
1 seat out of order.

Munich Hotel Laundry.

32-3-C

FACTORY SCHEDULE, Sheet 4.

{1 used by colored laundry & colored kitchen girls
{1 used by white laundry & white kitchen girls

* 26. Restroom, comb. with X Prov. _____ Loc. _____ Equip. o.k. _____
Cln. _____ Lgt. nat. _____ Art. _____ Vent. o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with X Prov. ✓ Loc. 2nd flt Conv. X Lkr. ✓
Shlv. X hngr. — Wl. hk — Seats bench Cln. ✓ Lgt. nat. X Art. ✓
Vent. o.k. ✓ Supr. _____ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg. of X Dr. reg. ✓ On call — 1st aid Kit
Chg. of — Med. exam X Health rec. ✓ Acc. rec. ✓
Comp. Comp Act - with Ins. company.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit mangler	A	X	✓	X	X	X	X	—	—	—	—	—	—
Stand ironers mangle feeders	—	—	—	—	—	—	—	—	—	—	—	—	—
Sit or stand mangle takers off	E	X	✓	X	X	—	—	—	—	—	—	—	—

Describe: Opportunity to sit, etc. a few low tables around. some women were sitting on these.

*. 26. In 2 of the locker rooms for {white kitchen helps / white waitresses} there were cots - one for each - In case of necessity the laundry girls could probably use the cot in the one room.

32-4-6

W factory cards

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Briggs Hotel Address W Randolph St
Person interviewed Mr HV Spencer
2. Product (Hotel) laundry Position Mgr
3. Number employed:

Day

	W.	C.		W.	C.	Total
Men		X	Boys			X
Women		X	Girls			X
Total		X	Total			X

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7 End 2 Lunch period 30 Rest period X Total 6½

Saturday " 7 " 2 " " 30 " " X " 6½

Shifts " " " " " " " " "

Regular weekly number of days 6 Total weekly hours 39

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X

7. Subcontract shop X Home work given out X

Date 3/8/24 Agent C E Renault

(322)

32-4-e

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✓ Cl. X Nat.lt.o.k. X Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	Inside bldg	X	X	✓	✓	X	X	✓	✓	—

Workrooms. Number 1

10. Floors					11. Aisles X			12. Walls X				13. Ceilings X				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
basement	cem	✓	X	wet	1	✓	✓	1	✓	X	X	1	✓	X	X	✓

Notes (11) Aisles very narrow and crowded. (12) Walls very dirty (13) Ceilings low & dirty.

14. Clnged:by girls ✓ men X jant. X janitress X other X no resp. —
Girls take turns sweeping out floor.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. No natural lighting a very small window in one end of room, this is next to sidewalk or street, one half painted over, other half has the sprout

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General electric lighting unshaded bulbs.

17 - 18: Glare or reflection: describe Glare from bulbs.

19. Heating system Heat from machinery.

32-4-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. X Art. ✓ Kind Two fan exhausts.
Loc. one in window one in wall

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Ventilating room was very
Other damp and warm. Wood on mangle in-
sufficient poorly placed ex machine too high.

Sanitation:
22. Drinking facilities, loc. faucet in kitch Conv. X
Bblr. X San X Tank X Cooler X Faucet ✓ Other —
Cup, common X Individual X Kind any thing they can find in kitch

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	faucet in kitchen	X	X	✓	✓	X	X	X	✓	X	use wash

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. X Paper ✓ Instrt. ✓

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	1	wood	offwk	✓	✓	X	✓	X	✓	X	✓	X	X	X	✓	X

Total no. seats 1 No. wmn. per seat 6
Clng. by girls X Men X Jant. X Janitress X Other X No. resp ✓
Swept reg. X Freq. X Wrk. hrs. X Scrub reg. X Freq. X Work hrs. X

Service and Welfare.
25. Lunchroom, combined with X Prov. X Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs — Supr. — If none ✓

32-4-c

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none ✓

27. Cloakroom, ~~combined with~~ Prov. ✓ Loc. Office Conv. ✓ Lkr. ✓
Shlv. X hngr. X Wl.hk X Seats ✓ Cln. X Lgt.nat. X Art. ✓
Vent.o.k. X Supr. X If none X lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. X Chg.of ✓ Dr.reg. X On call X 1st aid X
Chg.of X Med.exam — Health rec. — Acc.rec. X
Comp. Compensation act not insured.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit 8 hrs off.	A	X	✓	X	X	X	X	X	X	✓	X	X	✓
Stand													
Tillwashmch	X	X	X	X	X	X	X	X	X	X	X	X	✓
Tedro	X	X	X	X	X	X	X	X	X	X	X	X	✓
Sit or stand													

Describe: Opportunity to sit, etc. Usual chair near mangle were girls may sit when out of work —

no time kept for laundresses $1.00 a week divided amongst 6 women, women come and go so often, they can not keep track of them

32-3-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago

1. Name of factory Del Prado Hotel Address 6-9th + Blackstone Ave
Person interviewed Mr. R. L. Langford Mgr
2. Product Laundry. Position Mr. Gordon - Laundry Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	2	1	Boys	X	X	3
Women	4	11	Girls			15
Total	6	12	Total			18

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

4. Firm's scheduled hours: Can go home on Sat. when finished - often about 2. P.M.

Daily: Begin 7.30 End 4 Lunch period 30 min Rest period X Total 8

Saturday " 7.30 " 4. " " " " X " 8

Shifts " — " — " " — " " X " —

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " "

Shifts " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal none.

6. Employment Policy:
Employment manager X Or centralized method Laundry Mgr Foremen —
Records kept X

7. Subcontract shop X Home work given out X

Date 3/6/24 Agent H. M. H.

(322)

Del Prado Hotel

32-5-e

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect X Cl. ✓- Nat.lt.o.k. X Art.prov. ✓ Other ceiling very low with pipes making it lower in places

9. Stairway: three or four steps down from sidewalk into basement.

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	outside into basement	X	✓	X	X	X	✓	X	✓	X

omitted

Workrooms. Number 5

	10. Floors *					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Lcc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Sorters	basement	cem.	✓	✓	X	—	—	—	basement	✓	X	✓	basement	✓	X	✓	✓
Markers	base.	cem	✓	✓	X	—	—	—	basement	✓	X	✓	basement	✓	X	✓	✓
hand washers & shakers	**	cement	X	X	X	—	—	—	basement	✓	X	✓	basement	✓	X	✓	✓
mangle.		cement	X	✓	X	—	—	—	basement	✓	X	✓	basement	✓	X	✓	X (1)
Shakers		cement	X	✓	X	—	—	—	basement	✓	X	✓	basement	✓	X	✓	✓

** wet & sloppy no platforms

Notes 10 * Cement uneven & broken Throughout all rooms except in shakers & markers room (1) Entrance doorway into mangle room very bad, not more than 5 ft. high, had to stoop in order to get from wash room into mangle room.

14. Clnged: by girls X men X jant. ✓ janitress X other X no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. a few small windows such as are usually common in basements

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Electric light, general Over hand washers indir. light no shades.

17 - 18: Glare or reflection: describe lights at bad angle, as ceilings were low & there were no shades

19. Heating system steam heat.

Prado Hotel.

32-5-c

FACTORY SCHEDULE, Sheet 3.

20. Ventilation: X in 3 rooms.
App. o.k. ✓ in one room Art. ✓ in one room Kind fan room where mangles are there are exhaust fans in sky light Loc. —

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes Very steamy in ironing room & wash
Other room & good vent'l over mangles. - sky light with windows at sides, air coming in, fans to take out

Sanitation:
22. Drinking facilities, loc. over tubs Conv. ✓
Bblr. X San — Tank X Cooler X Faucet ✓ Other X
Cup, common X Individual — Kind —

23. Washing facilities If none, where wash at wash tubs

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
2-3	faucets over wash tubs	✓	✓	✓	✓	✓	X	—	—	—	—

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil *	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	1	basement	near wash rm	✓	X	✓	✓	X	✓	✓	X	X	✓	X	✓	✓

* ceiling in very bad repair, partly broken down.
Total no. seats 1 No. wmn. per seat 15 (white & colored.
Clng. by girls X Men X Jant. ✓ Janitress X Other X No. resp X
Swept reg. ✓ Freq. n.R Wrk. hrs. X Scrub reg. ✓ Freq. n.R. Work hrs. X

Service and Welfare.
25. Lunchroom, combined with X Prov. ✓ Kind counter with stools
Loc. basement Equip.o.k. ✓ Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only — Cooking convncs — Supr. — If none —

meals served free to employees. 6.30-7.30 a.m. 11.30-12.15 noon 4.30-5 P.M

d Prado Hotel

32-5-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with_____ Prov._____ Loc._____ Equip. o.k._____
Cln._____ Lgt.nat._____ Art._____ Vent.o.k._____ Supr._____ If none_____

27. Cloakroom, combined with — Prov. — Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl.hk — Seats — Cln. — Lgt.nat. — Art. —
Vent.o.k. — Supr. — If none ✓ lkr. X shlv. X hngr. X Wl. hk ✓
hang clothes in work rooms

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call ✓ 1st aid ✓
Chg.of Drs. Med.exam X Health rec. X Acc.rec. ✓ if accidents
Comp. Under Comp. Act - is Ins. Co.

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit X													
Stand sit, mark	A+B		✓	X	X	X	X	X	—	—	—	—	—
hand washers, shakers	A		✓	X	X	X	X	X	—	—	—	—	—
feeders + takers off.	X	—	—	—	—	X	X	X	—	—	—	—	—
Sit or stand													

Describe: Opportunity to sit, etc. 1 chair for each ironer can sit down when not busy. Chairs in room for shakers.

32-6-e ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Munger's Laundry Address 2412 Indiana Ave. Chicago, Ill.
Person interviewed Mr. G. E. Munger
2. Product Laundry (Family Work) Position Pres.

3. Number employed:

	W.	C.		W.	C.	Total
Day						
Men	1	11	Boys	X	X	12
Women	~~34~~ 33	~~37~~ 42	Girls	X	X	75
Total	34	53	Total	X	X	87
Night						
Men	X	X	Boys	X	X	X
Women	X	X	Girls	X	X	X
Total	X	X	Total	X	X	X

4. Firm's scheduled hours:

40 colored

Daily: Begin 7.30 End 5.00 Lunch period 30 Rest period 15 min a.m. + p.m. Total 8 1/2
Saturday " 7.30 " 3.00 " " 30 " " 15 min a.m. " 6 3/4
Shifts " X " X " " X " " X " X
Regular weekly number of days 6 Total weekly hours 49 1/4
Shifts weekly number of periods X Total shifts weekly hours X

32 white

Daily: Begin 7.30 End 5.00 Lunch period 30 Rest period X Total 9
Saturday " 7.30 " 3.00 only nominal; no real closing hour on Sat. " 30 " " X " 4
Shifts " X " " " 4 " " X " X
Regular weekly number of days 6 Total weekly hours 52
Shifts weekly number of periods X Total shifts weekly hours X

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method ✓ Supt of Dept Hires Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date July 7, 1924 Agent Mildred Belt & M. Turner

(322)

32-6-2

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ✓ Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other –

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	inside	X	✓	✓	✓	X	X	✓	✓	–
2	" "	X	✓	✓	✓	X	X	✓	✓	–

Workrooms. Number 3

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	X	–	1	✓	✓	1	✓	✓	✓	1	✓	✓	✓	X
1	"	✓	X	–	1	✓	✓	1	✓	✓	✓	1	✓	✓	✓	X
2	"	✓	✓	–	2	✓	✓	2	✓	✓	✓	2	✓	✓	✓	X

Notes —

14. Clnged:by girls X men X jant. X janitress X other 4 girls no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Wh. 2 windows, light from skylight. Wh. 2 have on two sides, high, high & fronted. Wh. 1 window on two sides, see skylight.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Overhead lights – work – 10 ft. apart by 20 ft. apart. Not quite sufficient for kind of work. The kitchen has a very good overall effect. The light is very white and the light is well distributed. Some of the light in ceiling has no reflectors.

17 - 18: Glare or reflection: describe — see above (16)

19. Heating system Heat from the plant

32-6-C

FACTORY SCHEDULE, Sheet 3.

(1st workrm.)

Ventilation:

App. o.k. ✓ Art. ✗ Kind Open skylight, supplied with curtain to collect steam Loc. — (over)

no windows

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes ✓

Other — but not excessive

Sanitation:

22. Drinking facilities, loc. workrm. Conv. ✓

Bblr. ✗ San — Tank — Cooler — Faucet ✓ Other —

Cup, common ✗ Individual ✓ supplied by inspector Kind —

23. Washing facilities If none, where wash use one of the faucets in wash tub

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	(2) with faucet attached / iron tubs	✓ wkr	✗	✓	✓	✓	✓	✓	✗	✗	Take free to take home as often as they wish
2	(2) " " "	"	✗	✓	✓	✓	✓	✓	✗	✗	

Note: Tubs were way off at one corner of the long room — a very poorly ventilated corner

Tubs used for both washing + drinking + cluttered up with buckets.

24. Toilets: Kind plb Sep. ✓ If none, arrangement —

Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✗ * Cl. ✗ Paper ✓ Instrt. ✗

(over)

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Colored 1	3	1	wkr	✓	*	✓	✓ **	✗	✗	✓	✗	✓	—	✗	✓	✗
White 1	1	2	(separate room)	✓	✓	✗	✓	✗	✓	✓	✓	✗	—	✗	✓	✓

* Insufficiently screened

** Really three little separate rooms which would open right into workroom except that there is a small vestibule

Note: Toilets for colored women exceedingly dirty; paper strewn over floor + almost clogging toilet

Total no. seats Wh. 1 Col. 3 No. wmn. per seat Wh. 36 Col. 13

Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other 4 porters No. resp ✗

Swept reg. ✓ Freq. Daily Wrk. hrs. ✗ Scrub reg. ✓ Freq. weekly Work hrs. ✗

Service and Welfare.

25. Lunchroom, combined with ✗ Prov. ✗ Kind —

Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —

Prov. hot food, drink only — Cooking convncs — Supr. — If none ✓ *

throughout added "supposed to" kind of dubiously

* Eat at their places

	App. OK.	Ant.	Kind	Loc.
20. (2nd wkrm) -	X	✓	exhaust fan	in window
(3rd wkrm)	✓	✓	"	"

24. Toilet room upstairs for white women who are able upstairs. Much better toilet & much cleaner.

(a) & (c) should be checked (✓) for this one.

Other answers are same for both rooms.

* One toilet room for colored out of order

32-6-e

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none ✓ go home if ill.

see below * 27. Cloakroom, combined with (1) X (2) X Prov. (1) ✓ (2) ✓ Loc. (1) workroom (2) sperroom Conv. ✓ ✓ Lkr. (1) X (2) ✓
Shlv. (1) ✓ (2) X hngr. (1) ✓ (2) X Wl.hk (1) X (2) X Seats (1) X (2) ✓ Cln. ✓ ✓ Lgt.nat. X (2) ✓ Art. (1) ✓ (2) ✓
Vent.o.k. (1) X (2) ✓ Supr. X X If none — — lkr. — — shlv. — — hngr. — — Wl. hk — —

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call X 1st aid ✓
Chg.of — Med.exam X Health rec. X Acc.rec. X
Comp. Workmen's Compensation

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit mangelers	B	X	✓	X	X								
Stitchers	B	X	✓	X	X								
* * Stand mangelers													
folders													
inspectors	B	X	✓	X	X								
markers	B	X	✓	X	X								
~~Sit or stand~~													
shakers out													
weighers													

Describe: Opportunity to sit, etc. The inspectors & markers were provided with chairs, but apparently could not do their work while sitting.

* * 30. Girls at feeding side of mangelers stand, while those receiving sit. They take turns at the two jobs.

* 27. The two rooms are reported in everything. The toilet & cloakroom arrangements are in marked contrast, as shown by details given above.

32-7-C ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Fork Laundry Address Chicago 506-508 No. State St.
2. Product 506-08 No. State St Person interviewed Mr. J. Sunder
Position Mgr + Owner

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	3	7	Boys	—	—	10
Women	9	32	Girls	—	—	41
Total	12	39	Total	—	—	51

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7 30 End 5 45 Lunch period 30 Rest period X Total ~~7 3/4~~ 9 3 9 1/4

Saturday " 8 30 Regular " " X " " X " 3 1/2

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours 52 1/4

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal No

6. Employment Policy:
Employment manager X Or centralized method ✓ mgr Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 2/7/24 Agent EJB CEP

(322)

32-7-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect —— Cl. —— Nat.lt.o.k. —— Art.prov. —— Other ——

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other

Workrooms. Number 2

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
Ironing Room	1	wood	✓	✓	—	1	*D ✓	✓	1	✓	✓	✓	1	✓	✓	✓	X
Bundle Room	1	wood	✓	✓	—	1	X	X	1	✓	✓	✓	1	✓	✓	✓	X

Notes D no regular aisles, machines + ironing boards placed irregularly about rooms. Clothes baskets, and basket hampers take up most of floor space, making work room very crowded.

14. Clnged: by girls X men X jant. ✓ janitress X other —— no resp. ——

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plate glass windows in front ordinary windows along side of ironing room

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, bell shaped electric light, some bulbs had no reflector.

17 - 18: Glare or reflection: describe Glare from some unshaded bulbs

19. Heating system Work room heated, from machinery

32-7-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Fan exhaust
Loc. on side wall one side of room

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes X
Other

Sanitation:
22. Drinking facilities, loc. in work room Conv. ✓
Bblr. ✓ San ✓ Tank X Cooler X Faucet ✓ Other —
Cup, common X Individual ✓ Kind Workers bring own
*(1) Agent was unable to get a stream from bubbler.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	porcelain sink	✓	X	✓	X	X	X	X	X	X	X
										girls used towels from work-	

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat — Repr ✓ Plb ✓ Cl. X Paper X Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	1	1	Work Room	✓	X	X	1	X	✓	✓	X	✓	X	X	✓	X
1	1	1	Base	✓	X	X	1	X	✓	✓	X	✓	X	X	(2) X	X (3) *

*(2) Light for basement toilet was outside of toilet room. When door was closed there was almost no light in toilet.

*(3) Toilet in basement very dirty.

Total no. seats 2 No. wmn. per seat 18
Clng. by girls X Men ✓ Jant. X Janitress X Other janitor No. resp X
Swept reg. ✓ Freq. ice D Wrk. hrs. X Scrub reg. ✓ Freq. wkly Work hrs. X

Service and Welfare.
25. Lunchroom, combined with X Prov. X Kind X
Loc. X Equip.o.k. X Cln. X Lt.Nat. X Art. X Vent.o.k. X
Prov. hot food, drink only X Cooking convncs *(4) ✓ Supr. X If none ✓

*(4) Workers heat liquids on gas burns.

32-7-e

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with X Prov. ___ Loc. ___ Equip. o.k. ___
Cln. ✓ Lgt.nat. ___ Art. ___ Vent.o.k. ___ Supr. ___ If none ✓

27. Cloakroom, combined with X Prov. X Loc. ___ Conv. ___ Lkr. ___
Shlv. ___ hngr. ___ Wl.hk ___ Seats ___ Cln. ___ Lgt.nat. ___ Art. ___
Vent.o.k. ___ Supr. ___ If none ✓ lkr. ___ shlv. ___ hngr. ✓ Wl. hk ___
a few workers hung their clothes on hooks, in work room

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call X 1st aid ✓
Chg.of Supt. ___ Med.exam X Health rec. X Acc.rec. X
Comp. X

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit Collar press	E	X	✓	X	✓	X	X	X	X	X	X	X	X
Stitchers mender	A	X	✓	X	X	X	X	X	X	X	X	X	X
Button mender	F	X	X	X	X	X	X	X	X	X	X	X	X
Stand Ironers	X	X	X occ	X	X	X	X	X	X	X	X	X	X
Pressers	X	H	X occ	X	X	X	X	X	X	X	X	X	X
Bundle sorters	X	X	X occ	X	X	X	X	X	X	X	X	X	X
Laundry sorters	X	X	X occ	X	X	X	X	X	X	X	X	X	X
Sit or stand													

① Button mender was sitting on a dilapidated box

Describe: Opportunity to sit, etc. For most part, ironers, pressers Bundle Sorters Laundry sorters the only seats available were an occasional stool, or laundry Basket benches.

32-8-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill

1. Name of factory Oriental Laundry Address 1222 Madison, Chi.
Person interviewed Mrs. E. Linton
2. Product Laundry - family wash Position President

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	20	—	Boys	—	—	20
Women	30	45	Girls	—	—	75
Total	50	45	Total	—	—	95

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 7:30 End 5:00 Lunch period 30 min Rest period X Total 9 hrs.

Saturday " 7:30 " 12:00 " " X " " X " 4½

Shifts " X " X " " X " " X " X

Regular weekly number of days 5½ Total weekly hours 49½

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method ✓ pres. Foremen —
Records kept X

7. Subcontract shop X Home work given out X

Date 2-21-'24 Agent E. L. B. R.

(322)

32-8-e

FACTORY SCHEDULE, Sheet 2.

8. Halls:

Indirect — Cl. ✓ Nat.lt.o.k. ✗ Art.prov. ✓ Other

Only one hall leading to washing room on 1st floor

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	inside, wkr	✗	✓	✗	✓	✗*	✗	✓	✓	—
~~2~~	~~inside~~	~~✗~~	~~✓~~	~~✗~~	~~✓~~	~~✗~~	~~✗~~	~~✓~~	~~✓~~	~~—~~

* Between 1st and 2nd floor narrow.

Workrooms. Number 5

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	✓	✓	—	1			1	✓	✗	✗	1	✓	✗	✓	✗
1	conc	✓	✓		1			1	✓	✗	✗	1	✓	✗	✗	✗
2	wood	✓	✓		2			2	✓	✗	✗	2	✓	✗	✗	✗
3	"	✓	✓		3			3	✓	✗	✗	3	✓	✗	✗	✗
4	"	✓	✓		4			4	✓	✗	✗	4	✓	✗	✗	✗

No obstructions but very crowded

Notes

14. Clnged: by girls ✗ men ✗ jant. ✓ janitress ✗ other ✗ no resp. ✗

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Windows on three sides of all workrooms, except sorting room. No natural light in sorting room #1. Ordinary plain glass.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Over head lights, reflectors (1, 2, 3) general. Adequate for work. Unshaded bulbs on top floor

17 - 18: Glare or reflection: describe ✗

19. Heating system From machinery of plant

32-7-e

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. moderately Art. ✓ Kind Wall exhaust fans, badly clogged with dust. Loc. Wall
Hood over mangles.

21. Special Prob.
Heat -Cold-Dust-Lint-Humid.-Fumes ✗
Other Dry tumblers & drying room near small presses & that end of room excessively warm. Starch machine unguarded.

Sanitation:

22. Drinking facilities, loc. workroom Conv. ✓
Bblr. ✗ San — Tank — Cooler — Faucet ✓ Other —
Cup, common ✗ Individual ✓ Waters furnished Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
4	Iron sink Faucet	wkr.	✗	✓	✗	✓	✓	✓	✗	✗	—
1	" "	"	✗	✓	✓	✓	✓	✓	✗	✗	✗
1	" "	"	✗	✓	✓	✓	✓	✓	✗	✗	✗
	* Workers use towels & clothes hang about laundry										

24. Toilets: Kind plb. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr. level Plb ✓ Cl. ✗ Paper ✗ Instrt. ✗

	No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
White	1	1	4	wkr.	✓	✗	✓	✓	✗	✓	✓	✓	—	✗	✓	✗	✓
	1	1	3	wkr.	✓	✗	✓	✓	✗	✓	✓	✗	✓	✗	✗	✗	✗
	1	1	1	bsy	✓	✗	✓	✓	✗	✓	✓	✓	✗	✗	✗	✓	✗
Colored	1	1	4	wkr.	✓	✗	✓	✓	✗	✓	✓	✗	*	✗	✗	✗	✗
	1	1	3	wkr.	✓	✗	✓	✓	✗	✓	✓	✗	*	✗	✗	✓	✗
	1	1	2	wkr.	✓	✗	✓	✓	✗	✓	✓	✓	✗	—	✓	✓	✗
		*	Colored toilets vent through hole cut in partition between white & colored toilets														

Total no. seats 6 No. wmn. per seat W - 10 C - 15
Clng. by girls ✗ Men ✗ Jant. ✓ Janitress ✗ Other ✗ No. resp ✗
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. daily Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with ✗ Prov. ✗ Kind ✗
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only — Cooking convncs ✓ Supr. ✗ If none ✗

Gas plate in corner of workroom

32-8-C

FACTORY SCHEDULE, Sheet 4.

*26. Restroom, comb.with ✗ Prov. ✗ Loc. basement Equip. o.k. ✗
Cln. ✗ Lgt.nat. ✗ Art. ✓ Vent.o.k. ✗ Supr. ✗ If none —

*27. Cloakroom, combined with ✗ Prov. ✓ Loc. basement Conv. ✗ Lkr. ✗
Shlv. ✗ hngr. ✗ Wl.hk ✓ Seats ✓ Cln. ✗ Lgt.nat. ✗ Art. ✓
Vent.o.k. ✗ Supr. ✗ If none — lkr. — shlv. — hngr. — Wl. hk —

28. Health Service:
Hosp. ✗ Chg.of ✗ Dr.reg. ✗ On call *1 1st aid ✗
Chg.of ✗ Med.exam ✗ Health rec. ✗ Acc.rec. ✓
Comp. Under compact & carries insurance with co.
*1 - Sends all persons hurt to emergency doctor in next block

29. Other welfare: ✗

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
stitcher	E	—	✓	✗	✗	✗	✗	✗	✗	—	—	—	✓
Stand													
mangler feeder	E	—	✗										
folders	E		acc.										
trimmers	E		"										
markers	E		"										
Sit or stand													
mangle-receiver	E	✓	✓										
shirt press	E		acc.										
Sorter	E		"										

Describe: Opportunity to sit, etc. Except for ~~mangler feeders & stitchers~~ all work standing - an occasional stool or box was found to use. All of mangler feeders stand & part of those on receiving side.

*26 & 27 - Used only by colored

*27 Only part of wraps were hung in cloakroom. Many of the women hung things in workroom. One bench for seat. Couch in bench for rest room

32-10-2

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Rich Laundry & Linen Supply Address 54 W Grand
2. Product Laundry & Hotel Linen Person interviewed Mr R E Rancher
Position Manager

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	12	7	Boys			19
Women	12	53	Girls			65
Total	24	60	Total			84

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys			
Women	25	X	Girls			25
Total	25	X	Total			25

1.09

4. Firm's scheduled hours:

Daily: Begin 7 30 End 5 30 Lunch period 30 Rest period X Total 9 9½

Saturday " 7 30 " 12 00 " " X " " X " 4½

Shifts " — " — " " — " " — " —

Regular weekly number of days 5½ Total weekly hours 54 49½

Shifts weekly number of periods — Total shifts weekly hours —

Night

Daily: Begin 5 30 End 12 00 Lunch period X Rest period X Total 6½

Saturday " 5 30 " 12 00 " " X " " X " 6½

Sunday ~~Shifts~~ " 5 30 " 12 00 " " X " " X " 6½

Regular weekly number of days 7 Total weekly hours 45½

Shifts weekly number of periods — Total shifts weekly hours —

5. Seasonal X

6. Employment Policy:
~~Employment~~ manager X Or centralized method — Foremen —
Records kept X

7. Subcontract shop X Home work given out X

Date 2/14/24 Agent E E Perault

(322)

32-10-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect ___ Cl. ___ Nat.lt.o.k. ___ Art.prov. ___ Other ___

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	Inside Building	X	X	✓	✓	✓	✓	X	X	stairs worn
1	Inside Bldg.	X	X	✓	✓	✓	✓	X	X	stairs worn.

Workrooms. Number 3

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1	wood	* X	* IAP	—	1	X	X	1	✓	X	X	1	✓	X	X	X
2	wood	X	IAP	—	2	X	X	2	✓	X	X	2	✓	X	X	X
3	wood	X	IAP	—	3	X	X	3	✓	X	X	3	✓	X	X	X

Notes * All floors were very much worn. Ceiling and walls and floors were very dirty. Floors swept once daily by night watchman.

14. Clnged:by girls X men X jant. X janitress X other night watchman no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. windows at one end of first floor, and at both ends of second + third floors. No glare, windows were so dirty.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Electric + gas lighting, all lighting was general. Two girls running stitching machines were sitting facing a 275 watt blue bulb light, which had no shade or reflector.

17 - 18: Glare or reflection: describe no shades on any lights, lights were not on when agent visited, Mgr stated 40 + 60 watt lights, and which cause considerable glare.

19. Heating system Heat from machinery -

32-10-e

FACTORY SCHEDULE, Sheet 3.

Ventilation: *

App. o.k. X Art. ✓ Kind Fan exhaust in end of rooms

Loc. 2nd & 3rd floors

21. Special prob.

Heat -Cold-Dust-Lint-Humid.-Fumes Despite of natural and artificial ventilation, air was close & warm as winter day.

Other

Sanitation: * one

22. Drinking facilities, loc. off toilet Conv. ✓

Bblr. X San X Tank X Cooler X Faucet ✓ Other —

Cup, common X Individual ✓ Kind workers bring own.

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	marble basin	✓	* X	X	X	X	X	X	✓	X	workers use any piece of waste goods

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —

Flush, hand ✓ Auto. seat — Repr ✓ Plb ✓ Cl. X Paper ✓ Instrt. X

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	1	offwk	✓	✓	✓	X	✓	✓	✓	✓	X	X	X	✓	* X
	2	3	offwk	✓	✓	✓	X	✓	✓	✓	✓	X	X	X	✓	* X

Total no. seats X No. wmn. per seat 16

Clng. by girls X Men X Jant. X Janitress X Other night watch No. resp —

Swept reg. ✓ Freq. 1 wk Wrk. hrs. X Scrub reg. X Freq. X Work hrs. X

Service and Welfare.

25. Lunchroom, combined with — Prov. — Kind —

Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —

Prov. hot food, drink only — Cooking convncs — Supr. — If none —

24. Sanitation in work room toilet & drinking facilities was very dirty manager said they were cleaned nightly by night watchman this could not have been true.

When asked where workers washed manager laughed & said they did not wash.

Colored & white used the same toilet.

26. Restrooms
Cln. ____ I

27. Clockroo
Shlv. ____ I
Vent.o.k. ____ I

32-10-e

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with ___ Prov. ___ Loc. ___ Equip. o.k. ___
Cln. ___ Lgt.nat. ___ Art. ___ Vent.o.k. ___ Supr. ___ If none ___

27. Cloakroom, combined with ~~lunch rm~~ Prov. ✓ Loc. off wk Conv. ✓ Lkr. X
Shlv. ✓ hngr. nails Wl.hk ___ Seats ___ Cln. X Lgt.nat. X Art. ✓
Vent.o.k. ✓ Supr. X If none ___ lkr. ___ shlv. ___ hngr. ___ Wl. hk ___

28. Health Service:
Hosp. X Chg.of X Dr.reg. ___ On call ___ 1st aid ___
Chg.of ___ Med.exam ___ Health rec. ___ Acc.rec. ___
Comp. ___

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. c.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit Stitchers	a	X	✓	X	X	X	X	X	X	X	X	X	✓
				X	X	X	X	X	X	X	X	X	✓
Stand mangle feeders	X	X	X	X	X	X	X	X	X	X	X	X	✓
Shakers	X	X	X	X	X	X	X	X	X	X	X	X	✓
Wrappers	X	X	X	X	X	X	X	X	X	X	X	X	✓
~~Sit or~~ stand Pressers	X	X	X	X	X	X	X	X	X	X	X	X	✓
Washer	X	X	X	X	X	X	X	X	X	X	X	X	✓
Sorter	X	X	X	X	X	X	X	X	X	X	X	X	✓
Dryer hanger	X	X	X	X	X	X	X	X	X	X	X	X	✓

Describe: Opportunity to sit, etc. A few misc. chairs (A) about the rooms on each floor, that workers might use while waiting for work. One girl sat on a table.

One stitching machine was without a skirt guard - around belt next to bench.

32-11-a

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Mandel Bros Address State Street
Person interviewed [illegible]
2. Product Dept Store, Laundry Pkt. Position Gen. Supt

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	X	X	Boys			
Women	X	17	Girls			17
Total	X	17	Total			17

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 30 End 5 30 Lunch period 60 Rest period X Total 8

Saturday " 8 30 " 5 30 " " 60 " " X " 8

Shifts " " " " " " " " "

Regular weekly number of days 6 Total weekly hours 48

Shifts weekly number of periods X Total shifts weekly hours X

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal X

6. Employment Policy:
Employment manager ✓ Or centralized method ✓ Foremen X
Records kept ✓

7. Subcontract shop X Home work given out X

Date 3/13/24 Agent CEP & M Turner

(322)

32-11-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:

Indirect X Cl. X Nat.lt.o.k. X Art.prov. X Other X

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	inside bldg	X	X	✓	✓	✓	X	✓	✓	—

Workrooms. Number 1

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st floor but Basement	1st conc.	✓	✓	—	1	X	X	1	✓	X	X	1	✓	X	X	✓

Notes Ceilings + walls grimey. (2) Girls had platforms on which to stand.

14. Clnged:by girls X men X jant. X janitress X other ports no resp.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. X None

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General lighting with large pan shaped reflectors.

17 - 18: Glare or reflection: describe X

19. Heating system Heat from machinery.

32-11-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Washed air system.
Loc. around ceiling of laundry

21. Special prob. One shift opened directly over mangle, room often hot very warm or steamy.
Heat -Cold-Dust-Lint-Humid.-Fumes Toilet not ventilated
Other
Automatic stop on mangle.

Saritation:
22. Drinking facilities, loc. In work room Conv. ✓
Bblr. ✓ San X Tank X Cooler X Faucet X Other X
Cup, common X Individual X Kind X

23. Washing facilities If none, where wash ✓ Workers use parts of work.

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
X	X	X	X	X	X	X	X	X	X	X	X

Girls may use faucets in trough or wash tubs.

24. Toilets: Kind Plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. X

No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	1	2nd floor	of work room	✓	✓	X	✓	X	✓	X	X	X	X	X	✓	✓

Ventilated into work room.
Water on toilet floor.

Total no. seats 1 No. wmn. per seat 17
Clng. by girls ✓ Men X Jant. X Janitress X Other — No. resp —
Swept reg. ✓ Freq. W D Wrk. hrs. ✓ Scrub reg. X Freq. X Work hrs. X

Service and Welfare.
25. Lunchroom, combined with X Prov. X Kind X
Loc. X Equip.o.k. X Cln. X Lt.Nat. X Art. X Vent.o.k. X
Prov. hot food, drink only X Cooking convncs X Supr. X If none ✓
One colored girl has job of sweeping toilet & cleaning bowl

32-11-e

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with ✗ Prov. ✗ Loc. ✗ Equip. o.k. ✓
Cln. ✗ Lgt.nat. ✗ Art. ✗ Vent.o.k. ✗ Supr. ✗ If none ✓

27. Cloakroom, combined with ✗ Prov. ✓ Loc. offwkrm Conv. ✓ Lkr. ✓
Shlv. ✗ hngr. ✗ Wl.hk ✗ Seats ✗ Cln. ✗ Lgt.nat. ✗ Art. ✓
Vent.o.k. ✓ Supr. ✗ If none ✗ lkr. ✗ shlv. ✗ hngr. ✗ Wl. hk ✗

28. Health Service: Woman doctor in constant attendance
Hosp. ✓ Chg.of doctor Dr.reg. — On call — 1st aid —
Chg.of — Med.exam ✗ Health rec. ✗ Acc.rec. ✓
Comp. ✓ Insured Comp act.

29. Other welfare: 6 mos. service, insured by firm free of charge.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Takers off mangle	A	✗	✓	✗	✗	✓	✗	✓	✓	✓	✓	✗	—
Stand Mangle feeders	E	✗	✗	✗	✗	✗	✗	✗	✓	✗	✗	✗	—
Bessos	E	✗	✗	✓	✗	✗	✗	✗	✗	✗	✓	✗	✓
Sit or stand													

Describe: Opportunity to sit, etc. Girls have stools and chairs they may use when not busy -

Doctor + trained nurse in constant attendance in hospital.

32-12-2

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Sherman House Address Randolph & Clark Sts, Chicago.
Person interviewed Mr. Gillett
2. Product Hotel Laundry Position In charge of Laundry

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	21	X	Boys	X	X	21
Women	47	X	Girls	X	X	47
Total	68	X	Total	X	X	68

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women	23	X	Girls	X	X	23
Total	23	X	Total	X	X	23

91

4. Firm's scheduled hours:

Daily: Begin 8.00 End 4.30 Lunch period ½ hr. Rest period X Total 8
Saturday " " " " " " " X " 8
Shifts " X " X " " X " " X " X
Regular weekly number of days 6 Total weekly hours 48
Shifts weekly number of periods X Total shifts weekly hours X

Night shift

Daily: Begin 5 p.m. End 10 p.m. Lunch period ¼ hr. Rest period X Total 4 3/4
~~Saturday~~ Sunday " 6 p.m. " 7 p.m. " " X " " X " 6
Shifts " X " X " " X " " X " X
Regular weekly number of days 7 Total weekly hours 34½
Shifts weekly number of periods X Total shifts weekly hours X

5. Seasonal

6. Employment Policy:
Employment manager X Or centralized method ✓ ~~Foremen~~ Supt. of Laundry
Records kept ✓

7. Subcontract shop X Home work given out X

Date 2/20/24 Agent Mrs. Best & M. Best

(322)

32-12-e

FACTORY SCHEDULE, Sheet 2.

Halls:
Indirect X Cl. ✓ Nat.lt.o.k. X Art.prov. ✓ Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
4	near workrooms in genl. hallway	X	X	✓	✓	X	X	✓	✓	but very worn.
3	"	X	X	✓	✓	X	X	✓	✓	new service building already planned.
2	"	X	X	✓	✓	X	X	✓	✓	
									X	

Workrooms. Number 3

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
4	wood	X	✓	-	4	X	X	4	✓	X	✓	4	X	X	✓	X
3	"	X	✓	-	3	✓	✓	3	✓	X	✓	3	X	X	✓	✓
2	"	X	✓	-	2	✓	✓	2	✓	X	✓	2	X	X	✓	✓

All above ground

Notes See "other" under (9). Walls & ceiling scaling off - enough to detract from the orderly appearance & add to dust, of course, but probably not at all dangerous. Floors worn.

14. Clnged:by girls X men X jant. X janitress X other ✓ no resp.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. (4) windows on one side (3) & (2) double windows on one side; on opposite side opaque & apparently never opened; for exhaust in one of them in each case.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Electric lights from ceiling. Clear globes - no reflectors. Individual lamps. Low efficiency. No shades.

17 - 18: Glare or reflection: describe Apparently none -

19. Heating system Heat from plant. Radiators in bundling room.

32-12-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. (4)+(3) ✓ ✗ Art. ✓ 3+2 Kind 3 & 2 fan exhaust. Ventil. clearly inadequate in single room — full of steam. Loc. In closed windows

21. Special prob.
Heat -Cold-Dust-Lint-(Humid)-Fumes Many rooms — note low ceiling & few windows & general crowded condition.
Other

Sanitation:
22. Drinking facilities, loc. (3) ltrm. (2) any tub Conv. ✓ ✓
Bblr. ✗ ✗ San — — Tank ✗ ✗ Cooler ✗ ✗ Faucet ✓ ✓ Other — —
Cup, common ✗ ✗ Individual ✓ own ✓ Kind — —

23. Washing facilities If none, where wash ✗

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
3rd fl. 2	basins.	✓	✗	✓	✓	✓	✓	✓	✗	✗	Use any laundry pieces.
2nd fl.	any faucet	✓	✓	✓	✓	✓	✓	✓	✗	✗	"

24. Toilets: Kind Pltg. Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	3	Wbr.	✓	✓	✓	✗	✓	✓	✓	*✓	✗	—	✗	✓	✓
Two separate rooms 1	1	2	"	✓	✓	✓	✓	✗	✗	✗	✗	✓	✗	✗	✓	✓
1	1	2	"	✓	✓	✓	✗	✗	✗	✗	✗	✓	✗	✗	✓	✗
Set right together																

* Window very very dirty & looks unused.

Total no. seats 4 No. wmn. per seat 18
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other regular hotel cleaners No. resp ✗
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. N.R. Work hrs. N.R.

Service and Welfare.
25. Lunchroom, combined with — Prov. ✗ Kind —
Loc. — Equip.o.k. — Cln. — Lt.Nat. — Art. — Vent.o.k. —
Prov. hot food, drink only ✗ Cooking convncs — Supr. — If none ✓

32-12-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none ✓

27. Cloakroom, combined with* — Prov. ✓ Loc. 1st fl. of laundry Conv. ①✓②×③× Lkr. X
Shlv. ①✓②✓③✓ hngr. ✓ × × Wl.hk ①×②✓③✓ Seats ①×②✓ Cln. ✓ ✓ X Lgt.nat. ✓✓× Art. ✓✓✓
Vent.o.k. ✓✓× Supr. × If none — lkr. — shlv. — hngr. — Wl. hk —
* 3rd room - Narrow dark, dirty, unventilated place - really a closet, with boards & other things lying around.

28. Health Service:
Hosp. X Chg.of X Dr.reg. X On call ✓* 1st aid ✓
Chg.of — Med.exam X Health rec. X Acc.rec. ✓
Comp. ✓ Insured with insurance company. Hotel comes under state law.

29. Other welfare: * House physician on call for all hotel employees. Also administers first aid in case of accident, sickness or need, & if serious, sends them to insurance company doctor.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Mach. tenders	A	X	✓	X	X								
hand "	A	X	✓	X	X								
Stand takers off	—	—	—	—	—								
lift & bundle	A	X	✓	X	X								
feeders													
shake out													
~~Sit or~~ stand													
fold													
weigh													
iron													
takers off													

Describe: Opportunity to sit, etc. Sorters & bundlers have chairs in room & could probably find odd intervals to sit down.

27-B

32-13-C ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Quick Service Laundry Address 319 S. Paulina
Person interviewed Mr. Rice

2. Product Family laundry Position Manager

3. Number employed:

	W.	C.
Men	11	8
Women	28	40
Total	39	42

Day

	W.	C.	Total
Boys	—	—	13
Girls	—	—	68
Total	—	—	81

Night

	W.	C.	Total
Men			
Women			
Total			
Boys			
Girls			
Total			

4. Firm's scheduled hours:

Daily: Begin 8:00 End 5:30 Lunch period 30 min Rest period x Total 9

Saturday " 8:00 " 1:00 " " — " " x " 5

Shifts " — " — " " — " " — " —

Regular weekly number of days 5 1/2 Total weekly hours 50

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____

Saturday " ____ " ____ " " ____ " " ____ " ____

Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal Heaviest in very hot weather. Not any consistent difference otherwise

6. Employment Policy:
Employment manager x Or centralized method ✓ Supt. Foremen x
Records kept x

7. Subcontract shop x Home work given out x

Date 3-17-'24 Agent Norris

(322)

32-13-C

FACTORY SCHEDULE, Sheet 2.

8. Halls:
Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
~~1~~	~~in workroom~~									
1	in workroom	x	✓	✓	✓	✓	x	✓	✓	

Workrooms. Number 5

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2	concrete	✓	✓		2	x	x	2	✓	✓	✓	2	✓	✓	✓	x
2	"	✓	✓		2	x	x	2	✓	✓	✓	2	✓	✓	✓	x
3	wood	✓	✓		3	x	x	3	✓	✓	✓	3	✓	✓	✓	x
3	"	✓	✓		3	x	x	3	✓	✓	✓	3	✓	✓	✓	x
3	"	✓	✓		3	x	x	3	✓	✓	✓	3	✓	✓	✓	x

Notes women standing in rooms with concrete floors had wooden platform to stand on. Walls & ceilings freshly painted brick.

14. Clnged:by girls x men x jant. x janitress x other scrubwoman no resp. x

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Plain glass sash windows on 3 sides of 2 rooms, 2 sides of 2 rooms, & 1 side of 1 room. Skylights, opaque, on 2nd fl. No shades. No workers facing light.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) General, reflectors. Individual with green shade for seamstress, hang low enough that did not shine in eyes.

17 - 18: Glare or reflection: describe —

19. Heating system From machinery

32-13-C

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. moderate Art. ✓ Kind Wall exhaust fans in operation in each room, 2 in some Loc. –

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes
Other No hood over mangles. Driers, however, in room where only a few workers and that was only place excessively warm.

Sanitation:

22. Drinking facilities, loc. in workroom Conv. ✓
Bblr. ✗ San ✗ Tank ✗ Cooler ✗ Faucet ✓ Other ✗
Cup, common ✗ Individual ✓ Kind furnished by employee

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	/ enden. basin	✓*	✓	✓	✓	✓	✓*	✓	✗	✗	–

* convenient for 3rd fl. workers
* net bags used for containing clothes were used by girls as towels, when empty

24. Toilets: Kind plb. Sep. ✓ If none, arrangement –
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt.

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
Colored	1	2	2	off workroom	✓	✗	✗	✓	✗	✓	✓	✓	✗	–	✗	✓	✓
White	1	1	3	"	✓	✗	✗	✓	✗	✓	✓	✓	✗	–	✓	✓	✓

Total no. seats 3 No. wmn. per seat W-28 · C-20
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress ✗ Other scrub women No. resp ✗
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. daily Work hrs. ✓

Service and Welfare.

25. Lunchroom, combined with – Prov. ✗ Kind –
Loc. – Equip.o.k. – Cln. – Lt.Nat. – Art. – Vent.o.k. –
Prov. hot food, drink only – Cooking convncs – Supr. – If none ✗

* - Girls ate in workrooms. Gas irons for hand work & flat top over blaze on which coffee is made by workers.

32-13-C

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb.with — Prov. X Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none No place except chairs in ulom.

27. Cloakroom, combined with — Prov. X Loc. — Conv. — Lkr. —
Shlv. — hngr. — Wl.hk — Seats — Cln. — Lgt.nat. — Art. —
Vent.o.k. — Supr. — If none ✓ lkr. X shlv. ✓ hngr. ✓ Wl. hk X
Racks at one end of workroom, ~~with~~ separated from it by ~~[illegible]~~ bars spaced rather wide apart

28. Health Service:
Hosp. X Chg.of — Dr.reg. X On call X 1st aid kit on each floor
Chg.of supt. or manager Med.exam X Health rec. X Acc.rec. X
Comp. Under state comp. law. Insurance carried

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit													
Mangle-taker off	E	✓	✓	—	X	X	X	X	X	—	—	—	✓
Stitching	B	✓	✓	—	X	X	X	X	X	—	—	—	✓
Stand Mangle-feeder	E	✓	X	—	X	X	X	X	X	—	—	—	✓
Hand ironer	E	✓	X	—	X	X	X	X	X	—	—	—	✓
Pressers	E	✓	X	—	X	X	X	X	X	—	—	—	✓
Markers	E	✓	X	—	X	X	X	X	X	—	—	—	✓
~~Sit or stand~~													
Sorters	E	✓	X	—	X	X	X	X	X	—	—	—	✓
Bundlers	E	✓	X	—	X	X	X	X	X	—	—	—	✓
shakers out	E	X	X	—	X	X	X	X	X	—	—	—	✓

Describe: Opportunity to sit, etc. Only mangle takers off & stitchers sitting at time. Feeders & takers-off at mangle change places to give each chance at sitting.

32-14-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.
Chicago, Ill.

PARIS LAUNDRY CO. *P.T.O

1. Name of factory FLAT DEPT Address 2328 Prairie
Person interviewed Mr. Weber
2. Product Flat work for Pullman cars. Position Manager.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	9	27	Boys	X	X	36
Women	3	89 ✓	Girls			92
Total	12	116	Total			128

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 End 5.30 Lunch period 30 min Rest period X Total see note 9 ordinarily

Saturday " 8 " 5.30 " " 30 min " " X " 9

Shifts " — " - " " " " X " —

Regular weekly number of days 6 Total weekly hours 54 ordinarily

Shifts weekly number of periods — Total shifts weekly hours —

Daily: Begin End Lunch period Rest period Total

Saturday " " " " " " " "

Shifts " " " " " " " "

Regular weekly number of days Total weekly hours

Shifts weekly number of periods Total shifts weekly hours

5. Seasonal Slack year Dec. & Feb. closing 3.30 - 4 or 4.30 during that months work about 48 hrs. now

6. Employment Policy: col. girls only hires - col. women sometimes men
Employment manager X Or centralized method X Foremen X
Records kept X

7. Subcontract shop X Home work given out X

Date 7/29/24 Agent H. M. H.

(322)

Dec. Best was 54.

1. This laundry does the work for the Pullman cars. Flat work and porter's coats. The Pullman Co. has 2 white women inspectors on the job all the time to see that the work is done right. The Co. also insists upon certain standards of cleanliness.

use a special machine. the Hasenweber coat ironer for porters coats iron coat in 1½ min

The 2nd floor of this building is occupied by 3 diff. laundries. ~~The~~ Two - the Paris Laundry + Fidelity were inspected. Other had only 3 women. The former two were separated only by a wire partition.

Cards
92 wse ✓ { 84 col.
8 W

9. Stairway: No. Location

Indirect

32-14-e

FACTORY SCHEDULE, Sheet 2.

...is:
Indirect ✓ Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other ×

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
2	near lockerroom into workroom	✓ X	✓	✓	✓	×	✓	✓	worn treads	×

Workrooms. Number 2

	10. Floors					11. Aisles			12. Walls				13. Ceilings				
	Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1st fl.		cement	✓	✓	X	1st fl	X	X	1st fl	✓	✓	✓	1st fl	✓	✓	✓	X
2nd fl		wood	✓	✓	X	2nd fl	X	X	2nd fl	✓	✓	✓	2nd fl	✓	✓	✓	X

Notes All washing done in separate room, so floors are quite dry.

14. Clnged:by girls X men X jant. X janitress X other 3 porters no resp. X
Porters are cleaning + scrubbing plant continually.

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. large windows 3 sides. skylight on ceiling of 2nd fl.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Electric. general Ceiling lights - pan shaped reflectors.

17 - 18: Glare or reflection: describe none

19. Heating system steam heat + warmth from machines

8. Locker room is on 1st fl. girls then go up a stairway + across a bridge + down other stairway to get to work room. This is done so that they need not go out-of-doors when it is cold. In warm weather they can go across an alley + do not need to go across the bridge. Only about 5 women work on 2nd floor. Others on 1st fl. so if they go out-of-doors to get to work room, they do not need to use any stairways.

32-14-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. ✓ Kind exhaust pipe outlet system + running along over machines.
Loc. below ceiling

21. Special prob. Extra fans in skylights. drawing out dis.
Heat -Cold-Dust-Lint-Humid.-Fumes Vent. system keeps place from being steamy + unpleasant
Other

Sanitation:
22. Drinking facilities, loc. 3 in work room. Conv. ✓
Bblr. ✓ San X Tank — Cooler — Faucet — Other —
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
3	wash basins	✓	✓	✓	✓	liquid ✓	✓	✓	X	X	continuous supply.

Sign "Cleanliness in person + habits means neatness in production"

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat X Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt.

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	3	1st fl	rear wash rm	✓	✓	✓	X	3	✓	✓	✓	X	—	✓	✓	✓

cement fl with drain

Total no. seats 3 No. wmn. per seat 30
Clng. by girls X Men X Jant. X Janitress + matron Other X No. resp X
Swept reg. ✓ Freq. do Wrk. hrs. ✓ Scrub reg. ✓ Freq. daily Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with Sep room Prov. ✓ Kind lunch room
Loc. 2nd fl. Equip.o.k. tables chairs Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only ✓ Cooking convncs X Supr. matron If none X
Company provides coffee free

Laundry

32-14-C

FACTORY SCHEDULE, Sheet 4.

Restroom, comb.with — Prov. — Loc. — Equip. o.k. —
Cln. — Lgt.nat. — Art. — Vent.o.k. — Supr. — If none —

27. Cloakroom, combined with — Prov. ✓ Loc. 1st fl Conv. ✓ Lkr. ✓
Shlv. — hngr. — Wl.hk — Seats ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr. — Wl. hk —
Woman in charge of 1st Aid room superintendents place.

28. Health Service: Woman in
* Hosp. ✓ Chg.of Empl of Dr.reg. X On call ✓ 1st aid ✓
Chg.of ✓ Med.exam X Health rec. X Acc.rec. X
Comp. under Ins. act. Ins. Co.
* Have room with bed + 1st Aid Equip. Very excellent. clean + complete for laundry purposes

29. Other welfare: X

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit X													
Stand coat presses		—	✓	—	—	X	✓	✓	✓	✓	X	white uniform + caps	
mangle feeders		—		—	—	X	✓	✓	✓	✓	X		
Bundle tyers		—		—	—	X	✓	✓	✓	✓	X		
sorters		—		—	—	X	✓	✓	✓	✓	X	"	
Sit or stand													
mangle receivers	X	X	✓	X	X	X	✓	✓	✓	✓	X	white uniform + caps	

uniforms changed 2ce per wk, for all workers.

Describe: Opportunity to sit, etc. that work irners can sit part of time taking off work. stools are handy under the mangles. there are a few extra stools around which can be used when work is slack.

2 bundle tyers. machines to tie towels. sheets pillow cases into bundles. quite safe. no dangers.

32-15-C ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

Chicago, Ill.

1. Name of factory Fidelity Laundry Address 2336 Prairie St.
Person interviewed Mr. E. J. Peterson
2. Product Laundry-domestic work. Position Mgr.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	1	11	Boys	X	X	12
Women	30	22 ✓	Girls			52
Total	31	33	Total			64

Night

	W.	C.		W.	C.	Total
Men	X	X	Boys	X	X	X
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

Daily: Begin 8 End 5 Lunch period 30 min Rest period X Total 8½
Saturday " 8 " 1 " " " " X " 5
Shifts " X " X " " X " " X " ——

Regular weekly number of days 5½ Total weekly hours 47½
call it a 48 hr. wk.
Shifts weekly number of periods —— Total shifts weekly hours ——

Daily: Begin ____ End ____ Lunch period ____ Rest period ____ Total ____
Saturday " ____ " ____ " " ____ " " ____ " ____
Shifts " ____ " ____ " " ____ " " ____ " ____

Regular weekly number of days ____ Total weekly hours ____

Shifts weekly number of periods ____ Total shifts weekly hours ____

5. Seasonal 4 slack months July-Oct.

6. Employment Policy:
Employment manager X Or centralized method X Forelady Foremen ____
Records kept X

7. Subcontract shop X Home work given out X

Date 2/29/24 Agent H. M. H.

(322)

32-10-C

FACTORY SCHEDULE, Sheet 2.

Halls: 1 from workroom to stairs.

Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	off work room	X	✓	✓	✓	X	X	✓	✓	X

Workrooms. Number 1

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
2nd fl.	wood	✓	✓	✓	2 fl	X	X	2 fl	✓	✓	✓	2 fl	✓	✓	✓	X

Notes This workroom was large airy. was divided into 2 parts. The Fidelity Laundry had part & the Paris laundry had part separated only by a wire partition.

14. Clnged by girls X men X jant. X janitress X other porter cleans daily no resp. X

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. large windows 3 sides, curtains on south side. some workers face that

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) electric ceiling general lights - good lighting. 2 upairs had individual guard work lights at their sewing machines - good shades. general lights pan shaped reflectors.

17 - 18: Glare or reflection: describe none

19. Heating system steam pipes along walls machines make the room warm.

32-15-C

FACTORY SCHEDULE, Sheet 3.

Ventilation:
App. o.k. ✓ Art. ✓ Kind Outlet - system besides 4 large fans - located in 4 skylights Loc.

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes none, due to good ventilation
Other

Sanitation:
22. Drinking facilities, loc. work room Conv. ✓
Bblr. ✓ San ✗ Tank — Cooler — Faucet — Other —
Cup, common — Individual — Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
2	wash bowls	✓	✓	✓	✓	liquid ✓	✓	✓	—	—	continuous supply

24. Toilets: Kind plumb Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

No. T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
1	2	2 fl	Wm	✓	✓	✓	✗	✓	✓	✓	✓	✗	—	✓	✓	✓

Total no. seats 2 No. wmn. per seat 26
Clng. by girls ✗ Men ✗ Jant. ✗ Janitress matron Other ✗ No. resp ✗
Swept reg. ✓ Freq. da. Wrk. hrs. ✓ Scrub reg. ✓ Freq. da. Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with cloakrm Prov. ✓ Kind lunchrm
Loc. 2nd fl. Equip.o.k. tables, chairs Cln. ✓ Lt.Nat. ✓ Art. ✓ Vent.o.k. ✓
Prov. hot food, drink only ✓ Cooking convncs — Supr. matron If none —
Firm provides coffee free.

32-15-C

FACTORY SCHEDULE, Sheet 4.

26. X Restroom, comb.with _____ Prov. _____ Loc. _____ Equip. o.k. _____
Cln. X Lgt.nat. _____ Art. _____ Vent.o.k. _____ Supr. _____ If none _____

27. Cloakroom, combined with lunch room Prov. ✓ Loc. 2 fl mangle room Conv. ✓ Lkr. ✓
Shlv. — hngr. — Wl.hk — Seats * ✓ Cln. ✓ Lgt.nat. ✓ Art. ✓
Vent.o.k. ✓ Supr. natural If none — lkr. — shlv. — hngr. — Wl. hk —
* seats for lunch room convenient

28. Health Service:
Hosp. X Chg.of — Dr.reg. — On call ✓ 1st aid ✓ kit.
Chg.of X Med.exam X Health rec. X Acc.rec. ✓ if accidents
Comp. under Comp. Act. Ins. Co.

29. Other welfare: furnish sanitary napkins free to girls.

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc.by girls
Sit 2 operators	A	X	✓	X	X	X	—	—	—	—	—	—	—
Stand sort + mark													
wash woman													
starcher iyoner													
mangle feeders.													
Sit or stand													
mangle receivers	J	X	✓	X	X	X	—	—	—	—	—	—	—

Describe: Opportunity to sit, etc. a few chairs near mangles.

32-34-0 ✓

U. S. Department of Labor
WOMEN'S BUREAU
Washington

FACTORY SCHEDULE, Sheet 1.

1. Name of factory Model Laundry Co. Address 10th + St. Clair Sts., East St. Louis, Ill.
Person interviewed J. B. Hartman
2. Product Family + Flat Work Position Secy. + Treas.

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men	8	X	Boys	X	X	8
Women	51	23 ✓	Girls	X	X	74
Total	59	X23	Total	X	X	82

Night

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

4. Firm's scheduled hours:

51 women

	Begin	End	Lunch period	Rest period	Total
Daily	7.00	4.30	1/2 hr.	X	9
Saturday	7.00	until finished	1/2 hr.	X	–
Monday ~~Shifts~~	8.00	5.30	1/2 hr.	X	9

Regular weekly number of days 5 + a fraction Total weekly hours 45 + ; reg

Shifts weekly number of periods X Total shifts weekly hours X Etc.

23 women

	Begin	End	Lunch period	Rest period	Total
Daily	7.00	4.30	1/2 hr.	X	9
Saturday	7.00	till finished	1/2 hr.	X	–
Monday ~~Shifts~~	7.00	12.00	X	X	5

Regular weekly number of days 4 whole + 2 part Total weekly hours 41 +

Shifts weekly number of periods X Total shifts weekly hours X

5. Seasonal X

6. Employment Policy:
Employment manager X Or centralized method X Foremen ✓
Records kept X

7. Subcontract shop X Home work given out X

Date 4/10/24 Agent M. Belt

(322)

...ry - E. St. L. 32-34-0

FACTORY SCHEDULE, Sheet 2.

8. Halls:

Indirect — Cl. — Nat.lt.o.k. — Art.prov. — Other —

9. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
1	one end of workroom up to clockroom which is over office.	X	✓	✓	✓	X	X	✓	✓	-

Workrooms. Number 2

10. Floors					11. Aisles			12. Walls				13. Ceilings				
Loc.	Mat.	Repr	Cle.	Other	Loc.	Obst.	Nar.	Loc.	Rpr.	Cl.	Lt.	Loc.	Rpr.	Cl.	Lt.	Low
1 A	* cement	✓	✓	-	1	✓	✓	1	✓	✓	✓	1	✓	✓	✓	X
1 B	wood	"	"	"	1	"	"	1	"	"	"	1	"	"	"	"

Notes * Washing machines set about 8 inches below rest of floor. Women bring hand washing stands on wooden slats.

14. Clnged:by girls X men X jant. X janitress X other charwoman no resp. —

15. Natural lighting: Type of windows-on how many sides of workroom-occupations where women face the light-shades-awnings, etc. Ordinary windows 4 sides - semi-partition runs down center of the (only) working-room. There is also a skylight. Also a few old type lights in washing-room with big opaque inverted globes.

16. Artificial lighting: Kind (general, individual), Shades or reflectors (general individual) Overhead lighting - gen. ch. gen. reflectors. Unshaded bulb - low hang: machs, stitching mach. op.

17 - 18: Glare or reflection: describe Unshaded low hang bulbs.

19. Heating system Heat from plant.

E. St. L. 32-34-0

FACTORY SCHEDULE, Sheet 3.

20. Ventilation:
App. o.k. ✓ Art. ✓ Kind Window exhaust fans
Loc. Washing-room

21. Special prob.
Heat -Cold-Dust-Lint-Humid.-Fumes —
Other Mangles & power presses guarded. Foot presses not guarded.

Sanitation:
22. Drinking facilities, loc. Workroom Conv. ✓
Bblr. ✗ San — Tank — Cooler — Faucet ✓ Other —
Cup, common — Individual ✓ They use any teacup. Kind —

23. Washing facilities If none, where wash

No.	Kind	Conv.	Cln.	Repr.	Hot water	Soap fur	Towels Fur.	Ind	Paper	Common	Often
1	8 basins	✓	✓	✓	✗	✗	✓	✓	—	—	use pieces of netting - as many as they please. ✓
	any faucet	✓	✓	✓	✓	✓	✓	✓	—	—	"

24. Toilets: Kind Plbg Sep. ✓ If none, arrangement —
Flush, hand ✓ Auto. seat ✗ Repr ✓ Plb ✓ Cl. ✓ Paper ✓ Instrt. ✗

	No.T.R.	No. seats	Fl.	Loc.	Conv.	Scrn	Deg	Sngl st rm	Row in rm	Room ceil	Seat encl	Nat vnt ok	Vnt oth rm	Art vnt ok	Lgt nat ok	Lgt art ok	Cl
white	1	1	2	Clrm	✗	✓	✗	✓	✗	✓	✓	✓	✗	—	✓	✗	✓
colored + white	1	2	1	"	✓	✓	✓	✗	✓	✓	*✓	✓	✗	—	✓	✓	✓

* Side partition, but no door.

Total no. seats white 3 colored 2 No. wmn. per seat white 17 colored 2
Clng. by girls ✗ Men ✓ Jant. ✗ Janitress ✗ Other charwoman No. resp —
Swept reg. ✓ Freq. daily Wrk. hrs. ✓ Scrub reg. ✓ Freq. weekly Work hrs. ✓

Service and Welfare.
25. Lunchroom, combined with lockerroom (white) Prov. ✓ ✗ white colored Kind chairs & tables —
Loc. 2nd fl. — Equip.o.k. ✓ — Cln. ✓ — Lt.Nat. ✓ — Art. ✓ — Vent.o.k. ✓ —
Prov. hot food, drink only ✓ ✓ Cooking convncs ✓ ✓ Supr. ✗ — If none ✓ ✗ (colored)

* Firm provides coffee, sugar & milk.

y - E. S. L.

32-34-0

FACTORY SCHEDULE, Sheet 4.

26. Restroom, comb. with lockerroom Prov. ✓ Loc. 2nd fl. Equip. o.k. ✗ no couch but a table & some straight chairs
Cln. ✓ Lgt. nat. ✓ Art. ✓ Vent. o.k. ✓ Supr. ✗ If none ✗

27. Cloakroom, combined with restroom Prov. ✓ ✓ Loc. 2nd 1st Conv. ✓ ✓ Lkr. ✓ ✗
Shlv. ✗ ✗ hngr. ✗ ✗ Wl. hk ✗ ✓ Seats ✓ ✓ Cln. ✓ ✓ Lgt. nat. ✓ ✓ Art. ✓ ✗ * *
Vent. o.k. ✓ ✓ Supr. ✗ ✗ If none ✗ ✗ lkr. — shlv. — hngr. — Wl. hk —
* Window, but not sealed from workroom. ** Artificial lt. from workroom is probably sufficient.

28. Health Service:
Hosp. ✗ Chg. of — Dr. reg. ✗ On call ✓ 1st aid ✓ iodine, bandages, etc.
Chg. of forewoman Med. exam ✗ Health rec. ✗ Acc. rec. ✓ avoid all acc.
Comp. Under State Law. Outside acc. ins. tested by doc. to ins. co. carbon kept.

29. Other welfare: —

30. Occupations	Seats			Foot rest		Uniform							
	Kind	Adj.	No. o.k.	Kind	Need	Needed Safe	Needed San	Req. by Co	Furn. by Co	Kept by Co	Kept by Girl	Kind	Misc. by girls
Sit attaching me	A	✗	✓	—	✗								
stand - mangle feed	—	—	—	—	—								
mangle receive & fold	—	—	—	—	—								
~~foot~~ press	—	—	—	—	—								
Stand auto. press	—	—	—	—	—								
curtain stretcher	—	—	—	—	—								
folding	—	—	—	—	—								
starching	—	—	—	—	—								
~~Sit or~~ stand													
hand washing	—	—	—	—	—								
shake out	—	—	—	—	—								
bundling & sorting	—	—	—	—	—								
hand ironing	—	—	—	—	—								
sleeve iron	—	—	—	—	—								

Describe: Opportunity to sit, etc.

Illinois

General Mercantile

37 Schedules

Illinois - General Mercantile

34-5-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

MERCANTILE SCHEDULE, Sheet 1.

Chicago

1. Name of store Boston Store Address State & Madison sts
Person interviewed Mr. R. C. Mangold
2. Type Department Store Position Supt.
Miss Ketter, Welfare worker.

3. Number employed:

Laundry + restaurant not included in these totals.

Day

	W.	C.		W.	C.	Total
Men	1271	? colored included in total men	Boys	11	x	1282
Women	1571	39	Girls	40	x	1610
Total	2842	39	Total	51	x	2892

1657+22
2932
22
2954

See separate schedules for these two depts.

Could not get no of men working at night.

Evening

	W.	C.		W.	C.	Total
Men	—	—	Boys	x	x	—
Women	x	22	Girls	x	x	22
Total	x	22	Total	x	x	22

4. Firm's scheduled hours: a.m + p.m

Daily: Begin 8:30 End 5:30 Lunch period 1 hr Rest period 15 min Total 7½
Saturday " 8:30 " 5:30 " " 1 hr " " " " 7½
Shifts " 7:00 " 3:45 " " 1 hr " " 15 min " 7 1/4

Day scrub women

Regular weekly number of days 6 Total weekly hours 45
Shifts weekly number of periods 6 Total shifts weekly hours 42 43½

Night scrub women see laundry schedule see extra blue sheet

Daily: Begin 6:00 p.m. End 1:00 p.m. Lunch period x Rest period x Total ~~6½~~ 7
Saturday " 6:30 " 1:00 " " x " " x " 6½
Shifts " x " x " " x " " x " x
Regular weekly number of days 6 Total weekly hours ~~39~~ 41½
Shifts weekly number of periods x Total shifts weekly hours x

5. Overtime or seasonal hours Sometimes come at 9:00 and stay till 6:00 during sales. Occasionally come at 8:30 and stay till 6:00 during Christmas busy season.

6. Employment Policy:
~~Employment manager~~ Asst supt hires Other x Records kept ✓

Date Feb 12-13-14, 1924 Agent M. Turner.

(321)

Extra sheet. 34-5-C

U. S. Department of Labor
WOMEN'S BUREAU
Washington

MERCANTILE SCHEDULE, Sheet 1.

Chicago

1. Name of store Boston Store Address _____
Person interviewed _____

2. Type _____ Position _____

3. Number employed:

Day

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

Evening

	W.	C.		W.	C.	Total
Men			Boys			
Women			Girls			
Total			Total			

(11) Toilet Maids

number included in totals on front sheet

Time cards marked for this dept.

4. ~~Firm's scheduled hours~~:

Daily: Begin 8.00 End 5.45 Lunch period 1 hr Rest period 15 min Total 8 1/4 (a.m. + p.m.)

Saturday " 8.00 " 5.45 " " 1 hr " " 15 min " 8 1/4 (a.m. + p.m.)

Shifts " x " x " " x " " x " x

Regular weekly number of days 6 Total weekly hours 49 1/2

Shifts weekly number of periods x Total shifts weekly hours x

Daily: Begin _____ End _____ Lunch period _____ Rest period _____ Total _____

Saturday " _____ " _____ " " _____ " " _____ " _____

Shifts " _____ " _____ " " _____ " " _____ " _____

Regular weekly number of days _____ Total weekly hours _____

Shifts weekly number of periods _____ Total shifts weekly hours _____

5. Overtime or seasonal hours _____

see front sheet.

6. Employment Policy:
Employment manager _____ Other _____ Records kept _____

Date _____ Agent _____

(321)

Store. Chicago. 34-5-C

MERCANTILE SCHEDULE, Sheet 2.

7. Halls:
Indirect X Cl. ✓ Nat.lt.o.k. ✓ Art.prov. ✓ Other —

8. Stairway:

No.	Location	Winding	Nat.lt. adqt.	Art. lt. prov.	Hand rl. o.k.	Narrow	Steep	Cle.	Rpr. o.k.	Other
3	One on each of 3 sides of store	X	✓	✓	✓	X	X	✓	✓	—
* 2	from 17th to 16 fl. at side + in center	X	X	✓	✓	X	X	✓	✓	—
escalators ran up and down from 1st to 12th floors.										
employees allowed to use.										

*2 in addition to 3 main stairways which ran from 1st to 17th floor.

Elevators for operators ✓ 2 elevators especially for store employees no customers allowed on these after 12th floor.

* 9. Workrooms. Describe: Cleanliness-Seats-Ventilation-Crowding All workrooms were clean. Girls all provided with sound back chairs and foot rests for sitting jobs. Large windows, good ventilation. No crowding except in millinery workroom where girls were rather close together.

10. Salesroom. Aisles wide enough. Tables in center, etc. no extra tables
Describe in aisles except on basement sales. Spaces were allowed in all directions around three tables. Spaces behind counters were wide enough. Flap seats except at aisle tables where chairs were provided. At counters where a wrapper and inspector worked both had chairs. Girls observed sitting.

11. Natural lighting.
Describe: salesrooms Store is on a corner of two streets. all floors had natural light on 2 sides.
workrooms Workrooms were in all cases located on sides where they had natural light. Windows were very large.

12. Artificial lighting. 12th floor sales had glass ribbed shades. Ceiling lights.
Describe: salesrooms All sales had ceiling lights ~~in sales~~ Opaque globes
workrooms Work rooms had group lights with large green shades about 3 or 4 ft above workers heads. Machine operators and hand sewers in alteration rooms had ~~indi~~ lights with green shades. Lighting good. Radional lights all adjustable. Tube rooms had no natural light. Artificial O.K.

13. Heating system. Sales rooms were heated by means of large hot air registers in aisles. Work rooms ~~or stock rooms~~ and factory rooms had pipes running around room or overhead.
In the tube room in the 2nd basement the heat was not sufficient and it was supplemented by 4 electric heaters.

34-5-C
Boston Store
Chicago.

MERCANTILE SCHEDULE, Sheet 3.

14. Ventilation: Salesrooms Sales rooms were ventilated by means of the windows which were very large and on 2 sides and in some floors 3 sides of the room. Basement ventilated by registers in wall and fresh air received in rooms by means of a washed air system. Noticed very little difference between basement appearance satisfactory to other sales room.

Sanitation:

15. a. Drinking facilities: Coolers in sales rooms. Jarles in tube & work rooms
Bblr. ✓ San. X Tank ✓ Cooler X Used by workers only Bblrs X Jarles ✓
Faucet X Other — Cup common X Indiv. ✓ Kind paper in work-rooms

* b. Washing facilities: For workers only ✓ For public and workers ✓
Where located off sales rooms. Clean ✓ By whom maid Freq. constantly
Hot water ✓ Soap ✓ Towels ✓ paper towels + ind linen on a rod.

* c. Toilets: Kind plumbing, auto seats For workers only ✓
For workers and public ✓ Location off sales room Screened ✓
Room ceiled ✓ Nat. Vent. ✓ Nat. light ✓
Art. light ✓ Clean ✓ By whom maid Freq. constantly
Number of seats 65 No. of seats per woman about 27, public uses same toilet room

* 16. Lunchroom: combined with X Prov. ✓ Kind Cafeteria
Loc. 17th floor Equip.o.k. ✓ Cln. ✓ Lt.nat. ✓ Art. ✓
Vent.ok. ✓ steam table Prov.food, ✓ drink only hot meal at cost to workers.
Cooking convncs — Supr. ✓ If none —

* 17. Restroom: combd. with X prov. ✓ loc. 17th floor
equip.o.k. ✓ cln. ✓ Lgt.nat. ✓ Art. ✓ Vent.o.k. ✓
Supr. Welfare worker If none —

18. Cloakroom: combd. with X prov. ✓ Loc. between 2 + 3rd fl. + 17th fl. Conv. ✓
Lkr. ✓ Shlv. — hangr. — wl.hk. — Seats ✓ Clen. ✓ Lgt.nat. X Art. ✓
Vent.o.k. ✓ Supr. ✓ If none — lkr. — shlv. — hngr — Wl.hk. —

19. Health service: First aid ✓ Dispensary ✓ Complete hospital
1st aid room for men, one for women. 8 doctors + 2 nurses on duty all the time.

* 20. Other welfare Group insurance for employees begin at $300 after 1 year service increase $100 each year to $1000. Sick benefit over $15.00 weekly salary get $9.00. Less than $15.00 weekly salary $7.00 for not more than 7 wks in year. Free medical + hospital attention in cases where employee cannot pay.

21. Seats: Type In sales rooms flap seats behind counters. Wire backed chairs in aisles. Round backed wooden chairs in work rooms. High chairs with cushioned seats in telephone exchange + tube rooms, foot rests in these rooms
App. suf. no. ✓ Rules for use X Room to pass behind seats and counters ✓

Girls observed sitting on day of visit. May use whenever not busy agent was told.

* 20 After one years service with store get two weeks vacation with pay. Store has a vacation lodge in the woods along the lake in Wisconsin. Employees may spend vacation there for small sum per week. Free swimming, boating, horse back riding and dancing. See extra sheet for further info-

34-5-C
Chicago.

DEPARTMENT OF LABOR

Boston Store

*9 On the 7th floor in the tube room where the cashiers cut making change the ventilation was not good. It was on a platform half way up to the ceiling in the main room, and was very warm. The conveyors for the tubes cut off much of the ventilation. There were four electric fans in the room but I believe it would be very warm in summer as it was warm on day of visit.

On the 1st basement floor, the floor next to the street level there was another tube room with the same conditions as to ventilation, excepting it being located in the basement there were vents in the wall for ventilation.

In the tube room on the 2nd basement floor the room was full height as to ceiling but ventilated only through the elevator shaft which ran down one side of the room and could be seen through the iron grating enclosing the shaft. This was a bad condition as the open shaft would cause a draft on the workers. Air was not so good in this room.

34-5-e
Chicago.

DEPARTMENT OF LABOR

Boston Store

15 b.* Combined toilet and wash rooms were located on 16th 14th 12th, 11th 9th, 8th, 7th 6th 5th 4th 2nd 2½ and 1st basement floors. There was a total of 50 wash basins in the store. Rooms on the 16th 14th and one room on 12th also the large room on 2½ floor were for employees only. Rooms on other floors were for employees and public and contained from 2 to five basins. They were uniformly clean and supplied with all necessities.

15 c* Toilet rooms combined with wash rooms on 16th, 14th 12th, 11th 9th 8th 7th, 6th, 5th, 4th, 2nd, 2½ + 1st basement floors. Rooms on 16, 14 and one on 12th and room on 2½ floor were for employees only, others were used by public + girls. One public toilet on 12th floor. In toilet rooms where public visited seats were enclosed and door hung in front of seat, in rooms where girls only used them, seats were enclosed and white curtains of heavy material were hung in front of seat. Curtains very clean. All rooms whether used by girls or public uniform in cleanliness and order. All had white curtains at windows and equipped with all necessities.

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Boston Store 34-5-C Chicago.

DEPARTMENT OF LABOR

16* In addition to cafeteria on 17th floor where girls could come and bring their own lunch and get coffee or other warm food in addition if they wished, there was a room on the 2½ floor equipped with white covered tables where they could also sit and eat lunch. Welfare worker said this was supposed to be for colored women but there were some white women in there on day of visit.

*17 Rest room on 17th or top floor very bright and cheery. Very much used, full of couches and tables covered with magazines and easy chairs. Right near cafeteria. There was also a music room with a space for dancing. Girls were having a very good time here on day of visit.

20. Store also conducts a school for salesmanship for 1 hour 3 mornings a week. There's also a class in "Americanization" as they call it for non English speaking employees. They teach them to write and read and things necessary for naturalization.

Mississippi

Boxes, (Wooden) +

10 Schedules

Women in Mississippi Industries
1926
Factory Schedules
Box 55

1. Mississippi - Boxes, Wooden + Veneer

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Center Point Gin + Mfg Co. Address
2. Product Tomatoe crates & baskets City Glaucy Miss
3. Person inter. Mr. Floyd Fuches Pos. gen Mgr. Agent H.M.H.
   Person inter. — Pos. — Date 2/12/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	10	15	25	Men			
Women	12	X	12	Women			
Girls	X	X	X	Girls			
Boys	1	3	4	Boys			
Total	23	18	41	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	5.45	45 min	X	10	Day					
Sat.	7	12	—	X	5	Sat.					

Reg Wk Days 5½ Reg wk Hrs 55 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime ✓

7. H.W. given out X Same work done in shop — Identical rates —

8. Wages
   Length pay period 2 wks Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X no 52 s.

9. Employment policy
   Empl. mgr. X Oth. centr. method Mgr Other X
   Records kept X

~~Factory Schedule~~
Sheet 2. Center Point gin + Mfg Co
Glancy.

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes ① Handrail rough, ② one tread broken.
outside ground to 1/2 way	wood	X	X	① X	✓	✓	② X	X	
inside 1/2 way to 1st fl.			X						

11. Employees allowed to use elevators —
Workrooms.

12. Rooms Workroom	Code	Fl.	13. Floors Mat.	Rpr.	Cln.	Other	14. Aisles Obst.	Nar.	15. Ventilation Nat.	Artif	Special problem	16. Other Problem	Vent O.K.
stapling	A	2	wood	✓	✓	① ✓	X	X	✓ ②	X	X	vibration of foot treadle machines	✓

Notes ① Much litter from the work on the floor. this is only temporary though as it is cleaned + taken away daily
② Had just put in transom like ventilators high up above windows glass not yet in + covered with ~~paper~~ wood until order of glass arrives. should have been here before this

17. Cleaning: Sweep Men Shovel up litter + sweeps Freq. 1 ce D.
By whom : Scrub X Freq. —

18. Natural light: Sash windows 2 sides

Shades or awnings X

In roof X

Glare X women all sit with backs to light.

General Statement Natural light seemed very good. Room is small.

19. Art.light: Gen.light: None

Indiv.hang.or adj.

Glare

General statement Room is small, much natural light.

...tory Schedule
...heet 3. Centre Point gin + Mfg Co.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit stapling	M.①	✓	X	X	① Sort of benches made for this kind of work. Did not have the canvas belting usually found, but a wooden seat.
Stand —					
Both —					

21. Heating Steam pipes around room near floor. Workers say it is very comfortable

22. Drinking facilities

Public	X	
Conven.	X	
Bblr.san.	—	
Bblr.Unsan.	—	
Cooled	—	
Tank	X	
Cooler	X	
Faucet	X	
Other	✓	①
Cup. Ind.	X	①
Cup. Com.	X	

23. Washing facilities

Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
None											

Notes ① "Boy brings women's glasses down to pump + fills them for them"
Artesian well - always cool

24. Toilets: Kind Privy Paper X Instrt X Room cleaned by-
Seat rpr ✓ Clean X Hand fl. — Seat fl. — Sweep X Freq —
Plbg rpr — Clean — Auto fl. — Freq — Scrub X Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
privy out-door. white	12	X	X	X	2	6	✓	X	✓	X wnd	✓	X	—	—	—	X	X ①

① Apparently no one looks after the place. Woman who took Agent around, said "It is terrible - no one cleans it out. It is nearly full and since the Italian women came to work here, it is filthy, they use the floor" I am trying to catch them at it".

y Schedule
et 4. Centre Point Gin + Mfg Co
Glancy

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

Rest							Cot	Chairs	Comf. Ch	Bench
							X	X	X	X

Cloak							Lokr	Shlv	Racks	Wall hk	Seats
							X	X	X	✓	X
						hang m	nails.		in work room.		

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid X Chg. of Dr. full time — Dr. part time —
Other — No Resp. — Med. exam X Other welfare X ①

27 — ① 13 houses. average 4 rooms - $5 per mo. no light or water in house - privies. get their wood free but must chop it themselves. widow women of whom there are several. get houses rent free as long as their children are in school. when they children are working then they pay $4 per mo.

Outdoor 1-2

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Cockrill Veneer Co Address Columbus Miss.
2. Product Egg Cases & Boxes City Columbus Miss.
3. Person inter. P.P. Carr. Pos. Mgr. Agent C.E.P.
   Person inter. X Pos. X Date 1/21/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	4	68	72	Men			
Women	X	14	14	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	4	82	86	Total			

5. Firm's scheduled hours Present Summer 7+8.

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	730	500	30	X	9	Day	700	530	30	X	9½ 10
Sat.	730	500	30	X	9	Sat.	700	530	30	X	9½ 10

Reg Wk Days 6 Reg wk Hrs 54 Reg Wk Day 6 Reg Wk Hrs 57 60

6. Seasonal or overtime X
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period Weekly Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X
9. Employment policy
   Empl. mgr. X Oth. centr. method Manager Other X
   Records kept X

Schedule 2. Cockrill Veneer Co
Columbus Miss

10. Stairways:

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
			O. K.	O. K.					

11. Employees allowed to use elevators _____
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Co-de	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem

Notes _____

Entirely outdoor work.
see next page

17. Cleaning: Sweep _____ Freq. _____
By whom : Scrub _____ Freq. _____

18. Natural light: _____

Shades or awnings _____
In roof _____
Glare _____
General Statement _____

19. Art.light: Gen.light: _____
Indiv.hang.or adj. _____
Glare _____
General statement _____

...y Schedule
...eet 3. Cookville Veneer Columbus Miss

1-2

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					No rooms or sheds, women work outdoors entirely.
Stand					
Stock Veneer	X	—	X	X	No seats of any kind can sit on piles of lumber.
Both					Veneer light sheets of wood Very pleasant work in good weather.

21. Heating

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—		
Cooled	—		
Tank	X		
Cooler	X		
Faucet	X		
Other	(1) ✓		
Cup. Ind.	X		
Cup. Com.	X		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq

Notes Inside one of the sheds where the men work is a pipe leading from a well which spurts cold water continously

24. Toilets: Kind ~~Privy~~ Paper X Instrt X Room cleaned by-
Seat rpr X Clean X Hand fl. — Seat fl. — Sweep X Freq —
Plbg rpr — Clean — Auto fl. — Freq — Scrub X Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
Col —	14	X	X	X	2	7	X	X	X	+	—	—	—	—	—	+	+

Manager is going to have a new privy built.

Is an outdoor privy, is absolutly unspeakable, filled to the brim. Girls have to run down near the river when men are not looking. Worker visited says thats the only thing the matter with the job and all would thank me if I had it cleaned or a new one built.

1-2

y Schedule
eet 4.

Cookville Veneer Co
Columbus Miss

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch													
Rest								Cot	Chairs		Comf. Ch		Bench
Cloak								Lokr	Shlv		Racks	Wall hk	Seats

See next below

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid X Chg. of Dr. full time — Dr. part time on call.
Other — No Resp. — Med. exam X Other welfare X

Women work outdoors all day rain or shine when it rains too hard they stay home.

11 houses $200 per month x light x plumbing (colored)

Factory Schedule
Sheet I.
Extra sheet 2-a.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Crystal Springs Mfg Co. Address
2. Product Vegetable crates - veneer boxes. City Crystal Springs Miss.
3. Person inter. A. J. Wallace. Pos. Mgr. Agent H. M. N.
   Person inter. Pos. Date 1/31/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	64	57	121	Men			
Women	22	12	34	Women			
Girls	x	x	x	Girls			
Boys	~~6~~ 6	x	~~6~~	Boys			
Total	92	69	161	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	6.30	5.30	60 mi	x	10	Day					
Sat.	6.30	4.30	60 mi	x	9	Sat.					

Reg Wk Days 6 Reg wk Hrs 59. Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime Slack ~~Dec. Jan. Feb~~ Sept - Jan Busy Mar. - Sept.
   Plant closed 11 wks - Basket dept. closed 15 wks. (This is what Mgr. told me. but shut-downs on 5-2s. do not seem to fit)
7. H.W. given out X Same work done in shop — Identical rates —

8. Wages
   Length pay period weekly Vac. without pay x With pay x
   Deductions. 10 cts per wk for Ins. Dr. case
   Bonus or commission X
   Overtime pay ✓ Regular rate.
   Work 59 hrs + are paid for 60 hrs.

9. Employment policy
   Empl. mgr. X Oth. centr. method Supt. Other X
   Records kept X

Schedule
Crystal Springs Mfg Co.
Crystal Springs Miss.

Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
Inside Base – 1st.	wood	X	X	✓	✓	✓	✓	(1) ✓	(1) Stairway very dirty.
outside Ground – 1st	wood	X	(2) ✓	✓	✓	✓	✓	(1) ✓	(2) No electric light – plenty of daylight.
Inside 1 – 2	wood	X	(3) X	none	✓	✓	(5) X	(4) ✓	(3) No artif. (4) Very high risers. (5) edges worn.

11. Employees allowed to use elevators —

Workrooms. White women in D. only. All others are Col. women.

12. Rooms Workroom	Code	Fl.	13. Floors Mat.	Rpr.	Cln.	Other	14. Aisles Obst.	Nar.	15. Ventilation Nat.	Artif	Special problem	16. Other Problem	Vent O.K.
1 Alley: Veneer cutting (offbearing)	A	Base	dirt	–	X	(1) ✓	(2) ✓	(3) ✓	✓	(4) ✓	(5) Cold.	overhead unguarded belts (6)	(7) ✓
Veneer cutting	B	1	wood	✓	✓	X	(2) ✓	(3) ✓	(16) ✓	(4) ✓	sawdust (8)	unguarded belts	✓
2 Alleys: Dry Kiln	C	ground	dirt	–	–	(9) ✓	✓	X	✓	X	X	stooping Bending	✓ (10)
Machine Stafele	D (11)	2	wood	✓	✓	(12) ✓	X	X	✓	X	X	X	✓
Sort veneer	E	2	wood	✓	✓	X	X	X	✓	X	X	unguarded belts	✓
Dry room	F	2	wood	X (14)	✓	(14) ✓	X	X	✓ (18)	X	(13) ✓	X	✓ (17)
Piling veneer	Sort of doors				see	note	on (15)	on	sheet	2-a			

Notes (1) Sort veneer all over floor. No floor of any kind here. It was just the dirt. As part of it is lower than other. thinks it might be very sloppy on rainy days. (2) piles of veneer stacked around. (3) Machinery + material cluttered around, apparently just anywhere. (4) Shaving blower on some of machines, not on all. (5) No heat in this room. Necessary to have doors open all the time. Women had platforms in which to stand. see sheet 2-a.

17. Cleaning: Sweep M Tu Th Freq. F. B.D.E. "when nec" A + C shovel up the dirt at least ice D
By whom : Scrub X Freq. X

18. Natural light: A.C.F. large open doors. no windows. B. Sash windows D + E 1/2 sash wind. continuous whole side of room.

Shades or awnings X

In roof X

Glare ✓ D. + E. some Women face light. G. women working out of doors

General Statement Nat. light not suff. in A + B. Need artif light - have plenty of that

19. Art. light: Gen. light: dp. lt all over unshaded. B.C.F. high O.K.

Indiv. hang. or adj. A. D. E low. unshaded.

Glare ✓ A. D. E low hung unshaded lts. very bad.

General statement Light was sufficient. part of work needed little light but other rooms bad because of glare

Springs Mfg. Co.
Crystal Springs Miss.

1-3

(5) Cont'd.

Much of this basement was just open. The only light came from these doors. There were no glass windows.

(6) Ceiling was very low, particularly in some parts because the ground sloped down, unguarded overhead belts were uncomfortably near one's head.

(7) Almost too much because doors must be open so much of time.

(8) No shaving blower on rip saws, so that there is sawdust in the air and much on the floors near them.

(9) Floor was thick with discarded veneer, none of dirt floor was visible because one just walked over layers upon layers of the veneer. This is cleaned I.e.D. but accumulates very quickly. Standing on it all day must be uncomfortable.

(10) ~~Place~~ One whole side is open, but as the kilns are near, women get warm being near them. Dry kiln not used much in summer or good weather. Then all the piling is done out of doors. Also plant is usually closed during hot ~~weather~~ summer months so heat from kilns would not bother them in hot weather, but was comfortable in cold weather.

(11) This is really one room though part of it is higher than the other and one must go up 2 steps to get to ~~the~~ ~~set~~ it. otherwise everything is the same.

(12) To get into the lower part of room, one goes in on an incline from the ~~backway~~. storage room.

(13) Women work here only part of time putting in the finished baskets to dry. The whole place is very airy. The sides are just slats, so that the air will go through. Would probably be very cold in cold weather. Inspection was made on a medium warm day.

(14) Rough splinting floor. big cracks.

(15) Piling or Ricking or Stacking. Done out of doors in good days. This is done by Col. Women only. In Bad weather, they work in doors in other rooms. work on a variety of jobs there.

(16) a monitor like ventilator, practically no light from it.

Schedule
Crystal springs Mfg Co
Crystal springs Miss.

Occupations	Seats Kind	Seats No. o.k.	Footrests Kind	Footrests Need	Notes
Sit Staple	M.①	✓	X	X	M - A sort of bench with seat part, made of heavy canvas belting. No women working at time of inspection. Do not know whether complaints or not.
Stand feed veneer, ~~take~~ of bearing, grading, loading, stacking, ~~Both~~ pile baskets	X	None	—	—	No seats of any kind. Piles of veneer not usable as seats as it is too fragile

21. Heating None. C. Heat from Dry Kiln. O.K. Other rooms. Mgr. said when it gets too cold, they go home.

22. Drinking facilities

23. Washing facilities

Drinking facilities			Floor	Kind	Washing facilities: Share with M	Share with P	Cln	Hot water	Soap	Towels: Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	X	X												
Conven.	① X	③ ✓												
Bblr. san.	—	—												
Bblr. Unsan.	—	—	④ 2nd	3 white basin	X	X	✓	X	X	X	—	—	—	—
Cooled	—	—												
Tank	X	X												
Cooler	X	X	① This is for white women only. No provision for Col.											
Faucet	X	X												
Other ②	✓	④ ✓	③ White women - A pail of water brought up 5-6 times per day from Artesian well by a man - Always cool.											
Cup. Ind.	X	X												
Cup. Com.	X	⑤ ✓	⑤. Common dipper always cool.											

Notes ① for colored women. pipes from artesian well. out of doors. Not convenient for anyone. ~~For~~ women working out of doors "stacking" would have to walk about 1 block. Put mouth on faucet Men + Women Col + White

24. Toilets: Kind 1 plumb Paper ✓ — Instrt X Room cleaned by-

(A) Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep Porter Freq 1 a D.

Plbg rpr ✓ Clean ✓ Auto fl. X Freq — Scrub Porter Freq when nec. } A.

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
white -	2nd	22	X	X	X	3	8	X ②	X	✓	X wd	✓	✓	X	X	✓	✓	✓
(B) ③	Privy outdoors	12	X	X	X	—	12	X	X	X	X wd	✓	X	X	—	+	X	X ④
Col.			not paper.			Vault not clean					~~Seat broken~~		when new one is built will have a regular cleaning system. Not a regular seat just a board across					

① Very nice toilet room. ②. No partitions, but mgr. will put them in. ③. Old privy very inconvenient - long way off. bad condition But are building a new one. carpenters at work on it. day of inspection. To be built according to Board of Health specifications. Was not far enough along for Agent to tell anything about it. will be a privy, but is much nearer than old one. Mgr. said "Old one has gotten into a very bad condition. I am ashamed of it. But we hope to keep new one better." ~~Hadn't~~ Didn't Know when it had been cleaned.

(A)

Schedule
Crystal Springs Mfg Co.
Crystal Springs Miss.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch	none							X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	none			
	X	X	X	✓ ①
	see note below.			

		Lokr	Shlv	Racks	Wall hk	Seats
Cloak	2nd. (S) ✓ ✓ ✓ X X	X	X	X	✓	✓ ①

white

① Benches around walls on 3 sides. Large room, so plenty of seats. None for Colored women. Most of them kept on their coats + hats, or threw them on piles of material in center

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ① ✓ Chg. of Dr. full time X Dr. part time ① on call.
Other office No Resp. X Med. exam X Other welfare ✓ see below.

27 — ① gauze + iodine. Have regular Dr. paid by Co. + workers. thro' a deduction from wages of 10 cts per wk. Only simple first Aid administered in office. Everything sent to Dr. immediately. This 10 cts wk. also provides for Insurance of ½ pay to injured employee.

general Note.

Mgr. anxious for suggestions. Agent suggested, partitions between toilet seats which he said he would have done. Pointed out bad stairway. (sheet 2. note ③ ④ ⑤.) Also bad drinking water facilities. Also unguarded belts. Mgr. said they had never had an accident and he didn't believe there could be one from that, and didn't believe anything could be done about it. Suggested. shades for lights particularly in room D. Think this will be done.

(The best suggestion would have been to tear down part of bldg + start over, but that was not the suggestion he wanted.)

A rearrangement would have been good but Agent was not familiar enough with possibilities in this industry or had time to figure out any. To make them

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1-4

1. Name of factory Hazlehurst Box Factory Address Hazlehurst Miss
2. Product Wooden Boxes City
3. Person inter. Mr. H.J Wilson Pos. Pres. Agent H.W.H.
   Person inter. Mr. Martin Pos. Book Keeper Date
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	100	25	125	Men			
Women	19	15	34	Women			
Girls	X	X	X	Girls			
Boys	X	See note bottom of page	X	Boys			
Total	119	40	159	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	5.30	1/2 hr.	X	10	Day					
Sat.	7	3.30	1/2 hr	X	8	Sat.					

Reg Wk Days 6 Reg wk Hrs 58 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime Sept 1 - July 1 Busy. others slack. Plant closed 7/5 - 9/13.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period 2 wks Vac. without pay X With pay X
   Deductions X In 1923 there was a deduction of 25 cts in Dec. but this was only time it occurred during year. Man said it was for a Xmas present to some one.
   Bonus or commission X
   Overtime pay X
9. Employment policy
   Empl. mgr. X Oth. centr. method X Other foremen
   Records kept X

4 - A contractor does the yard work & he hires the colored boys. There is no record of them anywhere in the place. Thinks there are 8 in all. Agent is sure she saw many more than that.

Hazelhurst Box Factory

Stairways: Hazelhurst Miss.

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
			O. K.	O. K.					② broken board just at the top. ① only 6 steps in all.
ground to 1st fl. outdoor ①	wood	X	X	X	✓	✓	② X	–	③ A bad forward pitch to the
inside 1-2	wood	✓	X	None X	✓	✓	✓	③ ✓	stair + no rail. The one side was quite open.

11. Employees allowed to use elevators —

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	Vent O.K.
Heading Stitching Rm.	A	1	wood	✓	X	Rough Splinter	✓	X	✓ ①	X	cold and draughty	X	too much.
Stitching Rm	B.	1	wood	✓	X	Rough unsafe	② ✓	X	✓	X	cold and draughty	unguarded Belt. ④	✓
Basket Rm	C	2	wood	✓	X	Splinter	③ X	X	✓	X	X	X	✓
To get to room B, had to go down hill thro a yard, which would probably be muddy and unpleasant in rainy weather.													

Notes ① 3 sides of room open doors. 4th side, partly open, wind blowing thro' + cold day of visit ② a large pile of stripping thrown on floor near door. ③ In order to dodge that agent almost ran into an unguarded overhead belt. Might be very dangerous. ④ sitting at this machine girls were surrounded by work - aisle itself not obstructed.

17. Cleaning: Sweep porter shovels up waste - 2-3 x per day. Freq. 1 c.D

By whom : Scrub X Freq. —

18. Natural light: A + B - no windows - sides of rooms open. C. sash windows A. where women worked was off at one side, light partly obscured by machinery + material

Shades or awnings X

In roof X

Glare X

General Statement Natural light was fair

19. Art.light: Gen.light: dp.lt. unshaded low hung in A + B. high unshaded in C.

Indiv.hang.or adj. X

Glare ✓ in A + B.

General statement Artif light O.K.

Schedule Hazlehurst Miss

3. Hazlehurst Box Factory

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit staple	M.①	✓	X	X	① as out of bench - seat part of canvas bottom
					② One chair near store.
Stand Helpers in heading dept.	X	—	—	—	"The nigger women are paid to work not to sit down" (owner's statement) "If I catch them sitting, I will teach them to sit down" - (foreman's statement.)
stitching dept.	A	② one chair	X	X	
Both					

21. Heating A. None. B. wood stove C. 2 stoves.

22. Drinking facilities

Public	X	
Conven.	✓	
Bblr. san.	—	
Bblr. Unsan.	—	
Cooled	—	
Summer Tank	✓	
Cooler	X	
Faucet	X	
winter Other	pail	
Cup. Ind.	X	
Cup. Com.	dipper	

23. Washing facilities

	Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	①	basin	X	X	✓	X	X	X	—	—	—	—
Conven.		for white women										
Summer Tank	Bldg on a hill girls had to go down 1 flight of stairs											
Cooler	then out doors + down to what would be a basement.											

Notes

24. Toilets: Kind plumb Paper ✓ Instrt X Room cleaned by- (could not get this information)

Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep n.R Freq n.R

Plbg rpr X Clean ✓ Auto fl. X Freq — Scrub n.R Freq n.R.

A A.

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln	
A white	①	19	X	X	X	1	19	✓	X ②	✓	✓ ③	✓	✓	X	X	✓	X	✓	③ ④
col women B	out door privy.	15	X	X	X	⑤	15	✓	X	✓	X	✓	X	+	—	+	X	✓	④
		⑤ No seats - just a board laid across. No paper. Cleaning N.R.																	

① Building on a hill. girls had to go down 1 flight of stairs, then out doors and into what would be a basement. ② Kept locked. key in wk rm. ③ Cem. floor not well laid large ~~hole~~ deep gum near door full of water from leaky plumbing. Room itself was clean except for the water on the floor. ④ Both are quite new. may account for the cleanliness.

Schedule
4. Hazlehurst Box Factory
Hazlehurst Miss

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch	none							x	x	x	x	x	x

Rest	none	Cot	Chairs	Comf. Ch	Bench
		x	x	x	x

Cloak	none					Lokr	Shlv	Racks	Wall hk	Seats
						x	x	x	✓	x

Hung wraps on nails in wk rooms

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ① ✓ Chg. of Dr. full time X Dr. part time X
Other ~~foreman~~ No Resp. X Med. exam X Other welfare ✓

27 ① In case of accident. All bills for Dr & hospital are paid Also full wages during time lost.
② 8-10 houses for colored workers. $1 per room per month no water inside nor electricity no sewage.

General

Owner wished statement made that 4000 pint cups were made by one girl on day Agent was in plant + that that is the record. At first he said it was a world record but backed down on that.

h 1-5

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

1. Name of factory Lottesho & Huber Address
2. Product Tomatoe crates. City Crystal Springs Miss
3. Person inter. Mr. Didlake Pos. foreman. Agent H. M. H.
   Person inter. — Pos. — Date 2/12/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	1	X	1	Men			
Women	14 13	X	14 13	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	15	X	15	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	6	1 hr.	X	10.	Day					
Sat.	7	6	1 hr	X	10.	Sat.					

Reg Wk Days 6 Reg wk Hrs 60. Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime Slack July & Aug. Busy rest of year

7. H.W.given out X Same work done in shop — Identical rates —

8. Wages. Workers are paid only 1/4 of wages in cash. Must take rest of wages in trade at Company's store.
   Length pay period Week Vac.without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X no 5 2 5'

9. Employment policy
   Empl.mgr. X Oth.centr.method foreman Other X
   Records kept X

1-5

...ie
Lotterhaus + Huber
Crystal Springs Miss

Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes ① No elec lt. skylight just above it.
1-5-a Bldg I. Inside 1-2	wood	X	X ①	none X	X	X	✓	X	
1-5B Bldg II. Inside 1-2	wood	X	X	X	X	X	✓	X	② These stairways went up right in middle of room. No wall at side. no handrails on either side. between 2-3 fl. and only on 1 side. between 1-2 fl
1-2	wood	X	X	X	X	X	✓	X	

11. Employees allowed to use elevators —

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent O.K
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
1-5-a Bldg I stable	A	2	wood	✓	✓	X	X	X	① ✓	X	X	X	✓
① 4 ventilators in ceiling no exhausts.													
1-5-B Bldg II. stable	B	2	wood	✓	✓	splinters	X	X	✓	X	X	X	✓
stable	C	3	wood	✓	✓	splinters	X	X	✓	X	X	X	✓

Notes Bldg I is a brick warehouse used only in winter. Bldg II. large barn like wood structure used only in summer + fall.

17. Cleaning: Sweep foreman Freq. Ice W

By whom : Scrub ~~foreman~~ X Freq. —

18. Natural light: Bldg I. sash windows 3 sides Bldg. II large cracks all sides - open spaces windows - no glass in them.

Shades or awnings X

In roof I. 3 skylights II. 2 small monitors

Glare X

General Statement Light O.K.

19. Art.light: Gen.light:

Indiv.hang.or adj.

Glare None

General statement "Have to make out as best they can". Seldom need artif lt.

1-5

Schedule 3. Lotterhos & Huber. Crystal Springs Miss

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
					No seats at all.
Sit					
Stand Staple	X	—	—	—	
Both					

21. Heating No heat. "If it gets too cold don't work".

22. Drinking facilities

			Floor	Kind
Public	X	X		
Conven.	X	✓		
Bblr.san.	—	—	Bldg I.	
Bblr.Unsan.	—	—	1	basin
Cooled	—	—		
Tank	X	X	Bldg II	washbowl
Cooler	X	X	2	
Faucet	✓	✓		
Other	X	X		
Cup. Ind.	X	X		
Cup. Com.	✓	✓		
	Bldg I.	Bldg II.		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
✓	X	✓	X	X	X	—	—	—	—
X	X	✓	X	X	X	—	—	—	—

Notes the one in Bldg II is absolutely new & has not yet been used.

24. Toilets: Kind plumb Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep foreman Freq 1ce. w.
Plbg rpr ✓ Clean ✓ Auto fl. X Freq — Scrub ① Freq ①

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln	
1-5-a Bldg I white	2	14	X	X	X	1	14	✓	✓X ②	✓	X wood	✓	X ③	X	✓ ③	X	X	✓	①
1-5-B Bldg II white	2	14	X	X	X	1	14	✓	✓X	✓	X wood	✓	④ ✓	X	X	X	X	✓	①

① Toilet rooms new about 3 wks old - have never been scrubbed. ② No rugs on these floors
③ Toilet run in corner. a window just outside the door.
④ large cracks in wall quite as good as a window.

1-5

Schedule
4. Lotterhos + Huber
Crystal Springs Mills

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X
	none												

		Cot	Chairs	Comf. Ch	Bench
Rest		X	X	X	X
	none				

		Lokr	Shlv	Racks	Wall hk	Seats
Cloak		X	X	X	X	X
	none					

throw wraps over piles of material

26. Uniforms req. by firm X (1) Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ (1) Chg. of Dr. full time X Dr. part time X
Other foreman No Resp. X Med. exam X Other welfare X

26-(1). girls all wear aprons to protect clothes + gloves on hands to protect them.

27-(1) turpentine + gauze

1-6

Factory Schedule U. S. DEPARTMENT OF LABOR 372
Sheet I. NATIONAL BOX CO. WOMEN'S BUREAU

1. Name of factory NATCHEZ, MISS Address
2. Product Egg cases & meat boxes. City
3. Person inter. Mr R F Perry Pos. Mgr Agent C E P
Person inter. J L Patterson Pos. Office Mgr. Date 2/12/20
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	124	608	732	Men			
Women	22	77	99	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	146	685	831	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	700	530	30	—	10	Day					
Sat.	700	1200	—	—	5	Sat.					

Reg Wk Days 5½ Reg wk Hrs 55 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime X

7. H.W. given out X Same work done in shop — Identical rates —

8. Wages
Length pay period Weekly Vac. without pay X With pay X
Deductions Deduction of 0.25 for tardiness, leaving the job without permission or going home early without permission
Bonus or commission Bonus given in Wire bound dept based on production of a certain grade of work.
Overtime pay X

9. Employment policy
Empl. mgr. X Oth. centr. method + Other foreman.
Records kept X

Schedule NATIONAL BOX CO.
2. NATCHEZ, MISS

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
1-2 Inside	wood	x	✓	✓	x	x	✓	✓→	open treads RISERS
Outside	wood	x	✓	✓	x	x	✓	✓→	open treads RISERS
to lower level	leading	to	colored	toilet					

11. Employees allowed to use elevators x
Workrooms. "

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	Vent ok
stack dept	A	1st	wood	✓	✓	—	① ✓	x	✓		—	—	✓
sawing dpt	B	1st	wood	✓	✓	—	① ✓	x	✓	② ✓	—	—	✓
sawing dpt	C	2nd	wood	✓	✓	—	① ✓	x	✓	② ✓	—	—	✓

① Aisles cluttered with debris wire, wood scraps and general litter, several men collecting debris but inadequate.

Notes ② Large blower system connected with all saws carrying away all sawdust. This being about a certain circulation of air which otherwise would not be had

17. Cleaning: Sweep Porters Freq. Continual.
By whom : Scrub x Freq. —

18. Natural light: On two sides in all workrooms large sash windows B
Shades or awnings x
In roof "C" "saw tooth" crosswise entire roof, whole length
Glare x
General Statement Natural lighting very good.

19. Art.light: Gen.light: General electric lighting ceiling large porn reflectors.
Indiv.hang.or adj. x
Glare x
General statement Artificial lighting very good.

20. Occupations

	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Stand					
Stack Veneer	X	—	—	—	No seats of any kind.
Off bearing	X	—	—	—	
Sled Stock	X	—	—	—	
Both					

21. Heating Overhead steam pipes.

22. Drinking facilities

23. Washing facilities

	Drinking facilities	Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels (1) Fur	Individual Kind	Individual Freq	Common No	Common Freq	
Public	X													
Conven.	✓													
Bblr.san.	X													
Bblr.Unsan.	✓	1st	3 Basins	X	X	✓	X	X	X	—	—	—	—	wh.
Sum Cooled	✓	1st	Troughs	X	X	✓	X	X	X	—	—	—	—	col.
Tank	X													
Cooler	X													
Faucet	X													
Other	X													
Cup. Ind.	X —													
Cup. Com.	X —													

Notes (1) Firm used to furnish soap and towels but workers took them home so post, firm could not stand expense.

24. Toilets: Kind Plumb Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. X Seat fl. ✓ Sweep Janitors Freq 1 ce D
Plbg rpr ✓ X Clean ✓ Auto fl. △ Freq — Scrub Janitors Freq 1 ce D

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth gm.	Light out wnd	art	Room cln
wh. 1st	22	X	X	X	4	6	D ✓	X	✓	✓	X	✓	X	✓	✓	✓	✓
col. 1st	77	X	✓	X	2	38	✓	X	X	✓	✓	✓	X	X dk	✓	✓	✓

On a lower level.
(1) One bowl out of order floor flooded, had just happened that a.m. To be fixed imediately
Toilet & Clookroom large and airy.

Toilet vents into clookroom.

 NATIONAL BOX CO.
NATCHEZ, MISS

1-6

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak	1st	E	✓	✓	✓	Cloak						
	1st	S	✓	✓	✓	—	X	✓	X	X	X	X

26. Uniforms req. by firm ✓ Kind (1) Knickers Supplied by firm X
laundered by firm X Free — Cost to girl X

27. Health service:
Hosp. ✓ First aid — Chg. of Dr. full time X Dr. part time ✓ 1 hr P.
Other TNURSE No Resp. — Med. exam X Other welfare X

(1) Knickers are woolen sport type do not need to be laundered.

Turnover extreme, of 975 on payroll, 730 workers is daily average, voluntary layoff about 40 a day last state. Reason is "Colored" more you pay them, the less they want to work.
If they should get* 100 in two days if ten dollars was all a that colored person thought he needed for that particular week why he would layoff, why work any longer when you have as much as you need.

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Planters Package Co. Address
2. Product Fruit & Vegetable Containers City Crystal Springs, Miss.
3. Person inter. Mr. J.C. Thomas Pos. Supt. Agent H.M.H.
   Person inter. Pos. Date 1-31-25
4. Number employed Day P.T.O. ~~Night~~

	White	Col.	Total	White	Col.	Total
Men	19	27	46			
Women	17	P.T.O.	17			
Girls	X	X	X			
Boys	X	X	X			
Total	36	27	63			

5. Firm's scheduled hours

Women.	Begin	End	Lunch	Rest	Total	Men.	Begin	End	Lunch	Rest	Total
Day	6.30	5.30	60 min	X	10.	Day	6.30	5.30	60 min	X	10.
Sat.	6.30	~~30~~ 11.30	X	X	5	Sat.	6.30	4.30	60 min	X	9.

Reg Wk Days 5½ Reg wk Hrs 55 Reg Wk Day 6. Reg Wk Hrs 59.

6. Seasonal ~~or overtime~~ Shut down. June, July, Aug. — Sept 15 partly for repairs. usually shut down about 1 mo. closed Dec 20 - Jan 1st
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period ~~X mo.~~ 2 wks. usually Vac. without pay X With pay X
   usually pay every 2 wks. But in Dec. they paid only once from Dec 1-20th.
   Deductions X
   Bonus or commission X
   Overtime pay X
9. Employment policy
   Empl. mgr. X Oth. centr. method X Other foremen. sub contract ① see below
   Records kept X

① 1 man will contract for a number of workers. He is paid a lump sum for the amt. of work done, & then he pays those workers under him. almost a padrone system. This is especially true of colored workers.

4. Numbers are not accurate. There are many more employed than the numbers given here. These are the number appearing on the payroll. But 1 man may be on the payroll with the amount in his name for 6-7 workers.

Colored women are all hired under this system, so no record of any kind could be gotten.

Planters Package Co.
Ways: Crystal Springs. Miss.

Stairs	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
			O. K.	O. K.					① get some natural light
inside 1-2	wd	X	① X	② X	✓	③ ✓	✓	④ ✓	but not enough. ② rough + narrow, so near wall as to be of little
									practical use. ③ steep risers.
	④ Just at landing. Ceiling as low. must duck on's head in order not to get a bump as one starts up.								

11. Employees allowed to use elevators — from landing or reaches landing, from upper part of stair.
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	Vent O.K.
white. Stapling	A	2	wd	① X	② X	③ ✓	X	X	✓	pad fans.	X	unguarded belts	✓
Col. make hampers	B	1	wd.	⑥ X	X	X	④ ✓	X	⑤ ✓	X	⑤ cold	X	✓
Col women Ricking veneer	but door work. No provision for indoor work. ~~If it~~ They work out in rain. If it rains too hard, they lay off and go home.												
A. Dark dingy brick walls.													

Notes ① broken floor. Had been repaired in places by nailing pieces of tin over. ③ splintery and rough. ② Piles of dirt around. This was on Sat. afternoon, when it should have been clear. ④ Piles of material, derions route. ⑤ Large open doors. Probably too much on a cold day. ⑥ Wood broken in spots.

17. Cleaning: Sweep Man supposed to, but did not know when it was done see note ③ above. Freq.
By whom : Scrub X Freq. —

18. Natural light: A. windows 2 sides. sash. B. a few windows small. high. women workers got little of this. Most of their light came from the open sides of building.
Shades or awnings X
In roof X
Glare ✓ Some workers faced light. Women work out doors.
General Statement Enough light in B. but not in A. needed supplementary light because of type of work on machines

19. Art. light: Gen. light: dp. light high unshaded.
Indiv. hang. or adj. X
Glare X
General statement Artif. light O.K. because high enough. Lights not on at time of inspection. Could not tell if there was enough.

...y Schedule Planters Package Co
...eet 3. Crystal Springs Miss.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit Staple	M (1)	✓	x	x	(1). A sort of bench. wood on each side to hold material + work. seat part made of heavy canvas belting.
Stand helper	X	none (2)	—	—	(2) No chance to sit down.
Both —					

21. Heating A. Large stove center of room. B. none: "If it gets too cold they go home"

22. Drinking facilities

Public	X	x
Conven.	✓	(3) x
Bblr.san.	—	—
Bblr.Unsan.	—	—
Cooled	—	—
Tank	x	x
Cooler	x	x
Faucet	x	✓
Other	(1) ✓	x
Cup. Ind.	x	x
Cup. Com.	(2) ✓	x

23. Washing facilities

Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
2.	1 wash bowl	x	x	✓	✓ see note below	x	x	—	—	—	—

Shower bath

Supt. said that women used it a great deal. plenty of hot water. bring own towels.

Notes (1). Pail water from Artesian well - always cool. (2) Common dipper. (3) Col. women working outside have to go a long distance. (white women.)

24. Toilets: Kind plumb Paper ✓ Instrt x Room cleaned by-

A. Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. x Sweep Man Freq Ice W. } A

Plbg rpr ✓ Clean ✓ Auto fl. x Freq — Scrub ~~Man~~ Freq occ.

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
white	2	17	x	x	x	1	17	✓ D	x	✓	✓	✓ D	✓	x	Hall	✓	✓	x
Col. B. outdoor privy		see note on back of sheet				(3 seats) 1.		x	x	x	✓ wood	✓	x	+	—	+	+	✓

no paper.

B. privy in good condition was new, + apparently well kept, though supt. did not know when new by whom.

y Schedule
eet 4. Planters Package Co.
Crystal Springs Miss.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X
	~	~	~	~	~	~	~						

		Cot	Chairs	Comf. Ch	Bench
Rest		X	X	X	X
	~				

		Lokr	Shlv	Racks	Wall hk	Seats
Cloak		X	X	X	✓	X
	~					

azwnals in toilet room + same in wash room

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid X Chg. of Dr. full time — Dr. part time —
Other — No Resp. — Med. exam X Other welfare X

Factory Schedule
Sheet _.

UTICA BOX

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Utica Box Company Address Utica Mississippi
2. Product Fruit + Veg. Containers City
3. Person inter. Mr JP Cruise Pos. Mgr. Agent C.E.P.
   Person inter. x Pos. x Date 2/11/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	4	16	20	Men			
Women	15	x	15	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	~~20~~ 19	16	35	Total			

5. Firm's scheduled hours Women men

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	6.45	5.00	45	x	9½	Day	6.45	5.30	45	x	10
Sat.	6.45	5.10	45	x	9½	Sat.	6.45	5.30	45	x	10

Reg Wk Days 6 Reg wk Hrs 57 Reg Wk Day 6 Reg Wk Hrs 60

6. Seasonal or overtime (see page 4) ② Oct. to March or April is busy season.

7. H.W. given out X Same work done in shop — Identical rates —

8. Wages
   Length pay period 2 wks Vac. without pay X With pay X
   Deductions x
   Bonus or commission x
   Overtime pay Policy 10% of earnings at end of season. This is done to keep workers until end of season. Workers all farm folks and would leave for planting.

9. Employment policy
   Empl. mgr. X Oth. centr. method Mgr. Other X
   Records kept x

1-8

Schedule UTICA BOX
2.
utica miss

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
outside	wood	X	① X	✓	X	X	✓	② L	
(1-2) no artificial light, open risers, no covering.									

11. Employees allowed to use elevators —
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Staple Basket room	A	2nd	wood	✓	✓	—	① ✓	X	✓	X	—	② unguarded staple mch. machines ③ sore hands

rent ok ✓

Notes ① Floor piled with the product, high piles workers have to step over them to get about the room. ② Staple mch unguarded girls staple fingers mix in a while. ③ Rosin from green wood makes girls hands sore, and bleed, they had them wrapped in adhesive tape

17. Cleaning: Sweep men Freq. 1 ce D
By whom : Scrub X Freq. —

18. Natural light: On one side small sash windows

Shades or awnings X
In roof X
Glare Glare for half of workers who must face windows
General Statement Light good except for glare.

19. Art.light: Gen.light: One electric bulb unshaded next to ceiling.
Indiv.hang.or adj. X
Glare X
General statement Artificial light inadequate, poor.

Schedule UTICA BOX 1-8
3.
utica mills

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Staple Machs	(1) power	✓	✓	✓	(a) Foot rests are little blocks of wood for one foot as other foot controls machine. Benches are a little high noticed girls all using foot stool.
Stand					
Both					

21. Heating ~~steam~~ Stove girls back to, near, must be too hot.

22. Drinking facilities

Public	X
Conven.	✓
Bblr.san.	—
Bblr.Unsan.	—
Cooled	—
Tank	+
Cooler	+
Faucet	+
Other	pail
Cup. Ind.	X
Cup. Com.	X

23. Washing facilities

Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq

Girls pour dipper of water over their hands into the floor and wipe their hands on aprons.

Notes Pail with dipper, so that workers won't have to dip in our glasses.

24. Toilets: Kind Privy Paper X Instrt X Room cleaned by- (1)
Seat rpr ✓ Clean ✓ Hand fl. — Seat fl. — Sweep + Freq —
Plbg rpr — Clean — Auto fl. — Freq — Scrub + Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
outdoors	15	X	X	X	4	4	X	X	✓	X	✓	X	X	—	X	X	✓

(1) Privy very neat, looked as though it had not been used very much. Waste washed to large ditch - does not need to be cleaned as rain takes care of it.

1-8

Schedule
Set 4.

UTICA BOX
Utica Miss

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch							X	X	X	X	X	X	X
	Eat at their benches												

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak	X	X	X	✓	X
Nails around workroom					

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ① ✓ Chg. of Dr. full time X Dr. part time X
Other Mgr No Resp. — Med. exam X Other welfare X

① Iodine, absorbent cotton + turpentine as first aid. Any thing serious is sent to doctor.

General note
② Workers are mostly farmers wives or daughters, who work in the fields most of the year.
Workers use cash to pay for fertelizer + seed then crop money is "clear".

Factory Schedule U. S. DEPARTMENT OF LABOR 372
Sheet I. Mississippi Packing Co. WOMEN'S BUREAU 1-9

1. Name of factory WILSON BOX FCTRY Address NATCHEZ MISS.
2. Product Meat Boxes City
3. Person inter. Mr. L W Brown Pos. Mgr Agent C&P
   Person inter. Miss K M Lewis Pos. Office Mgr Date 2/16/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	7	29	36	Men			
Women	5	22 21	27 26	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	12	51	63 62	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	700	600	1/2	x	10 1/2	Day					
Sat.	700	200	1/2		7 1/2	Sat.					

Reg Wk Days 6 Reg wk Hrs 60 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime Dull in June + July
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period weekly Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay ✓ straight time
   Mr. L.W. Brown states that Doc. Curry "says that we can work em as long as we want."
9. Employment policy
   Empl. mgr. X Oth. centr. method — Other Foreman
   Records kept X

1-9

Factory Schedule
Sheet 2.

NATCHEZ MISS.
WILSON BOX FCTRY

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
1-2 Inside	wood	x	✓	x ①	✓	② ✓	✓	③ wet	

Stairway leads to white toilet. ① Hand rail only 2/3 way up ② steps and ③ wet from leaking roof.

11. Employees allowed to use elevators x
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Box making	A	1st	wood ①	x	✓	+	x	x	✓	② x large cracks in walls.	③ cold	+

Vent obj ✓

① Floor very much worn holes + nuts.
② Blower attached to sows no women operating.
③ Heat inadequate in winter workrooms walls thin + full of cracks. "We have to get after the girls in winter they hang around the boiler room too much".

Notes Workroom very neat and well kept.

17. Cleaning: Sweep Porter Freq. Continual.
By whom : Scrub x Freq. —

18. Natural light: On two sides tank windows

Shades or awnings x
In roof Small monitors at intervals entire length
Glare x of room.
General Statement Windows not very large, monitors necessary for light. Dull day had to use art light.

19. Art.light: Gen.light: Drop unshaded bulbs.
Indiv.hang.or adj. x
Glare ✓ Unshaded bulbs. Inside
General statement Artificial light poor.

1-9

tory Schedule
heet 3. WILSON BOX FCTRY NATCHEZ MISS.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Stand					
Operate w/o stools	X	—	—	—	No seats of any kind.
Feed " "					
Take off " "					
Both					

21. Heating steam under machines + around walls girls rest. but inadequate

22.

	Drinking facilities	Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	X		
Bblr.Unsan.	✓	2nd	basin wh
Summer Cooled ①	✓	1st	Sink col.
Tank	X		
Cooler	X		
Faucet	X		
Other	X		
Cup. Ind.	X —		
Cup. Com.	X —		

23.

Washing facilities	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public										
Conven.										
Bblr.san.										
Bblr.Unsan.	X	X	✓	X	X	X	—	—	—	—
Summer Cooled ①	X	X	✓	X	X	X	—	—	—	—
Tank										
Cooler										
Faucet										
Other										
Cup. Ind.										
Cup. Com.										

Notes ① Well water is cool in winter.

24. Toilets: Kind Plumb Paper X Instrt X Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep Porter Freq 1 ce D
Plbg rpr ✓ Clean ✓ Auto fl. X Freq X Scrub Porter Freq 1 ce W

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
2nd	5	X	X	X	1	5	✓	X	✓	X	✓	✓	X	X	✓	✓	✓
1st	22	X	X	X	1	22	✓	X	✓	X	✓	✓	X	X	✓	✓	✓

Toilets well kept and clean.

ry Schedule
eet 4.

WILSON BOX FCTRY NATCHEZ MISS,

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	+	X	X	+

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	+

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak	X	X	X	✓	X

Workers hang clothes on posts in rest room.

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ① ✓ Chg. of Dr. full time X Dr. part time +
Other Fire Keeper No Resp. X Med. exam X Other welfare X

Full kit taken care of by man, timekeeper.

Factory Schedule
Sheet I.
Extra sheet 1-a

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1-10 372 ✓

1. Name of factory MORRIMAC VENEER Co Address Hooker St.
2. Product Commercial Veneer for furniture City JACKSON
3. Person inter. Mr. R.N English. Pos. Mgr. Agent H.T.H.
   Person inter. — Pos. — Date 1-9-25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	2	16	18	Men	1	5	6
Women	X	6	6	Women	X	2	2
Girls	X	X	X	Girls	X	X	X
Boys	X	X	X	Boys	X	X	X
Total	2	22	24	Total	1	7	8

5. Firm's scheduled hours No lunch time, eat at their work as they leave time. 2 women feed dryers.

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	6	X	X	11	Day	6 P.M.	7 a.m	X	X	13
Sat.	7	6	X	X	11	Sat.	6 P.M	12 midnight	—	—	6
						Sun	12. mid.	7 a.m	—	—	7

2 women feed dryers.

Reg Wk Days 6 Reg wk Hrs 66 Reg Wk Day 6 A.L.P. Reg Wk Hrs 78

6. Seasonal ~~or overtime~~ Closed 5 weeks Aug 23-Oct 1 Slack.
   Overtime Night workers work overtime continually see 52 wk record of Alice Temple
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period weekly Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X Same rate
9. Employment policy
   Empl. mgr. X Oth. centr. method foreman Other X
   Records kept X

(over)

...ry Schedule
...et I-a

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

HO 4-6

372

1. Name of factory Morrison Veneer Co Address
2. Product City JACKSON
3. Person inter. Pos. Agent
   Person inter. Pos. Date
4. Number employed Day Night

White	Col.	Total	White	Col.	Total
Men			Men		
Women			Women		
Girls			Girls		
Boys			Boys		
Total			Total		

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	6	50 min	X	10 hr 10 min	Day					
Sat.	7	5	50 min	X	9 hr 10 min	Sat.					
	—	—	—	—	—						

Reg Wk Days 6 Reg wk Hrs 60 Reg Wk Day \ Reg Wk Hrs \

4 women. Take off clipper table

6. Seasonal or overtime
7. H.W. given out Same work done in shop Identical rates
8. Wages
   Length pay period Vac. without pay With pay
   Deductions
   Bonus or commission
   Overtime pay
9. Employment policy
   Empl. mgr. Oth. centr. method Other
   Records kept

Schedule

MORRIMAC VENEER

1-10
4-6

Stairways:

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
			O. K.	O. K.					

None

11. Employees allowed to use elevators —

Workrooms. Large 1 story bldg. zinc sides + ceiling.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent O.K.
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Dry + Pack Veneer	A.	1	cem	(1) X	✓	X	X	X	✓ (3)	✓ (4)	too much exp.		✓ X
Cutting room	B	1	cem	(1) X	✓	(2) wet	X	X	✓	✓ (4)	(5) Steam	lifting heavy bundles of veneer weigh about 20 lbs at least. some much more.	✓ X

(5) whole end of room B was open. ~~this~~ it is necessary to have part of it open but doors could be fitted to much of it. Probably very cold on a cold windy day. Supt. said "It is never so cold here but what they can keep warm working". Very steamy on date of visit.

Notes Really one large room. tho partly separated by partitions

(1) Broken spots in the floor tho not very bad. (2) floor wet, but not sloppy due to fact that it was raining out of doors. (3). Long monitor like opening above dryer - no windows or glass. (4) crude wood paddle fans at end of dryer & clipper tables for summer.

17. Cleaning: Sweep Women Freq. Sometimes

By whom : Scrub X Freq. Sometimes

18. Natural light: Work is not fine - need very little light. plenty of windows, but some partly obscured by stock. B. whole of one end open.

Shades or awnings X

In roof ✓ Mon gives a little light

Glare X

General Statement Light satisfactory because of character of work.

19. Art.light: Gen.light: ✓. dp lts. unshaded above eye level

Indiv.hang.or adj. X

Glare X

General statement Light O.K because of character of work. But as women work here at night, there is probably not enough to insure good moral conditions.

Schedule MORRIMAC VENEER

t 3.

110

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					girls sitting around on trucks There are long waits ~~during~~ between the putting on of veneer on the dryers. women could easily have chairs & sit down part of the time.
Stand (feed veneer) Take off clipper table.	x	—	—	—	
Both					

21. Heating. x Some heat from machines. Probably enough for room A. not for B.

22. Drinking facilities

		Floor	Kind
Public	x		
Conven.	x (2)		
Bblr.san.	—		
Bblr.Unsan.	—		
Cooled	—		
5 um Tank	✓ summer		
Cooler	x		
Faucet	✓ (1)		
Other	x		
Cup. Ind.	x		
Cup. Com.	x		

23. Washing facilities

	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq

Notes (1) faucet turned at an angle - (2) outside. must go out of doors to get to it.

24. Toilets: (1) Kind flush Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓ Clean X Hand fl. ✓ Seat fl. — Sweep women Freq "sometimes"
Plbg rpr ✓ Clean X Auto fl. Freq — Scrub women Freq "sometimes"

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
outdoors ex.	1	8	X	x	x	11	8	✓	x	✓	x	✓	✓ (2)	x	x	x	x	x

(2) small ~~window~~ ventilator in roof - according to Board of Health regulations.

(1) Toilets outdoors off wk room. 3 toilets in a row. men's separated from women's only by thin wood partition. knot holes + cracks. very objectionable. seat + floor were wet due to leaky roof, raining day.

Schedule
4.

MORRIMAC VENEER

1-10 4-6

25. Service Facilities. No lunch hour girls eat when they can, right at their work

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X
		none											

Rest								Cot	Chairs		Comf. Ch		Bench
								X	X		X		X
		none											

Cloak								Lokr	Shlv	Racks	Wall hk		Seats
								X	X	X	X		X
		none											

no nails visible. Many cloaks etc ~~[illegible]~~ bottom thru on pile of veneer

26. Uniforms req. by firm X Kind — Supplied by firm —
(1) laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ Chg. of Dr. full time X Dr. part time X
Other foreman No Resp. X Med. exam X Other welfare X

(1) The girls who were taking the veneer from the clippers table wore cotton gloves, which they supplied themselves.

Mississippi

Candy

4 Schedules

Mississippi - Candy

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

1. Name of factory Biedenharn Candy Co Address Levee & South St.
2. Product Candy City Vicksburg.
3. Person inter. Mr. H. Biedenharn Pos. Pres. Agent H.T.H.
   Person inter. Mr. Bouquard Pos. Foreman Date 1/26/25.
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	14	9	23	Men			
Women	13	X	13	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	27	9	~~46~~ 36	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	5	60 m	X	9.	Day					
Sat.	7	5	60 m	X	9.	Sat.					

Reg Wk Days 6 Reg wk Hrs 54. Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime Busy: Sept. Oct. Nov & Dec. Slack June - Aug.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period Weekly Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay Straight time - 1 wk in Dec. before Xmas.
9. Employment policy
   Empl. mgr. X Oth. centr. method foreman Other X
   Records kept X

2-1

Schedule
2. Biedenharn Candy Co
Vicksburg Miss

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes —
inside 1 – 2	wood	X	✓	✓	X	X	✓	X	

11. Employees allowed to use elevators X
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent O.K.
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
all processes ①	A	2	wood	✓	✓	—	X	X	✓ ①	rotary fans	X	X	✓

Notes ① 5 skylights for ventilating in summertime. ② Cooking & wrapping all in same room. Ceiling is low at sides but high in center. Not hot, as everything is airy - cooking is done near the windows very little of it backing into room.

17. Cleaning: Sweep Men Freq. 1ce D.
By whom : Scrub Men. Freq. 1ce w. women scrub tables 1ce wk. stop work at 2. on Sat.

18. Natural light: 2 sides, sash windows. practically no light from the 5 skylights
Shades or awnings X women work near North windows.
In roof 5 skylights, but really for ventilation rather than light.
Glare X tables at rt. angles to light.
General Statement Light very good.

19. Art.light: Gen.light: Op. light system fairly low hung unshaded.
Indiv.hang.or adj. X
Glare ✓ from low hung unshaded lights.
General statement Work not fine do not need strong light. Light not satisfactory because of glare.

Schedule
Est 3. Biedenharn Candy Co
Vicksburg Miss

2-1

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					① three or four high stools, but not enough for all.
Stand					
Both wrap candy	D	occ ①	x	✓	

21. Heating Heat from mach

22. Drinking facilities

		Floor	Kind
Public	x		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—	2nd	1 sink
Cooled	—		
Tank	✓		
Cooler	x		
Faucet	x		
Other	x		
Cup. Ind.	x		
Cup. Com.	✓ ①		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
x	x	✓	x	liq	x	—	—	—	—

Supposed to wash their hands before going to work, but there are no towels

Notes ①. A milk bottle standing near tank.

24. Toilets: Kind ~~plumb~~ Paper ✓ Instrt x
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. x
Plbg rpr ✓ Clean ✓ Auto fl. ① ✓ Freq 3-4 min

Room cleaned by-
Sweep Men Freq 1a D
Scrub Men Freq 1a W.

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
white 2	13	x	x	x	1	13	✓	✓ ②	✓	x wd	x ③ ✓	x	④ ✓	~~oth~~ x	x	⑤ ✓	✓

① Auto flush - about every 3-4 min. but it was also a hand flush combined. ② Inclosed room; men did not go here. ③ a few boards were part of ceil. but not enough. Better not to have a ceil here as the venetians was just above. ④ A ventilator in roof just above toilet room.

⑤ Light over partition from closet room.

Schedule

4. Bredenhorn Candy Co.
Vicksburg Miss.

2-1

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

		Cot	Chairs	Comf. Ch	Bench
Rest		X	X	X	X

Cloak	2.	E	✓	X	X①	see below ① ✓ X	X	Lokr X	Shlv ✓	Racks X	Wall hk ✓	Seats ✓

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ see below ② Chg. of Dr. full time X Dr. part time X
Other X No Resp. ✓ Med. exam X Other welfare X

25 - ① Ventilator ~~just above~~ in wof always open

27 - ② gauze & iodine. If anything happens they are sent right up to the sanitarium to be taken care of.

2-2

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Meridian Candy Co. Address
2. Product Candy City Meridian, Miss.
3. Person inter. Mr. J. Spiro, Pos. Secy.-Treas. Agent Belt
   Person inter. Pos. Date 1/6/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	3	8	11	Men			
Women	14	X	14	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	17	8	25	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	8.00	3.30	½ hr.	–	7 hrs.	Day					
Sat.	8.00	3.30	½ hr.	–	7 hrs.	Sat.					

Reg Wk Days 6 Reg wk Hrs 42. Reg Wk Day – Reg Wk Hrs

6. Seasonal or overtime Rush season – Oct. to Xmas. Slack Jan. + in fruit season (summer)
7. H.W. given out X Same work done in shop – Identical rates –
8. Wages
   Length pay period 1 wk. Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay (See letter to Miss Hyde)
9. Employment policy
   Empl. mgr. X Oth. centr. method X Other Foreman
   Records kept X

Schedule Meridian Candy - Meridian, Miss. 2-2

2.

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
									(1) Stair not usually used.
in. 1-2	wood	x	x no art.	✓	x	x	✓	-	Half of stair is a chute.
in. 1-2	wood	x	✓	x none	x	x	✓	(1)	Curves at bottom & necessary to step over it to get out.

Probably more of a service chute than for employees.

11. Employees allowed to use elevators X

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent ok
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Dip + pack	A	2	wood	✓	✓	x	x	x	✓	ogille fan	x	(1)	✓
cook, pack	B	2	wood	x worn	✓	x	x	x	✓	fan + funnel over cooker	x	x	✓
												1 sketch	

Notes (1) Old building. Plaster falling off walls & ceiling.

2 girls packing at long tables pack stick candy into boxes, must stand reaching, wrapper a wide table, work swiftly

17. Cleaning: Sweep Janitor Freq. 2 ce D

By whom : Scrub Janitor Freq. 1 ce D

18. Natural light: Large sash windows. Skylight

Shades or awnings X

In roof Skylight one room

Glare X

General Statement Plenty of daylight.

19. Art.light: Gen.light: Drop lts., unshaded bulbs, just above eye level.

Indiv.hang.or adj. X

Glare from unshaded bulbs, but probably not needed during daytime as

General statement ordinarily finished at 3.30. Work overtime whenever there is enough business & then probably need lights. Bad because so low.

Schedule Meridian Candy 2-2
t 3. Meridian, Miss.

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit dip bonbons	C	✓	–	X	(1) Girls doing fine packing e.g. wrapping small bars sit at work. Those who work at long tables pack stick candy into big boxes & for this they stand reaching way over a wide table & working swiftly.
chocolate dipper	D	✓	–	✓	
pack (1)	D	✓	–	X	
Stand packers (1)	D	✓	–	X	
Both					

21. Heating Steam pipes overhead.

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	–		
Bblr.Unsan.	–	2	sink
Cooled	–	2	sink
Tank	X		
Cooler	X		
Faucet	✓		
Other	X		
Cup. Ind.	✓(1)		
Cup. Com.	X		

23. Washing facilities

	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Bblr.Unsan.	X	X	✓	X	✓	X	–	–	–	– (2)
Cooled	✓	X	✓	✓	✓	✓	paper	–	–	–

Notes (1) Rack for glasses which lo. supplies - name written under each pigeon-hole.
(2) Girls bring cloth towels of their own. No paper towels in their wash room.

24. Toilets: Kind D-Flbg. Paper ✓ Instrt ✓ Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep Janitor Freq 1ce D
Plbg rpr ✓ Clean ✓ Auto fl. X Freq – Scrub Jan. Freq 1ce D

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
Wh. 2	14	2	X	X	1	16	✓D	X	✓	X	✓D	✓	X	Clk	✓	✓	✓

...ry Schedule Meridian Candy
...eet 4.
Meridian, Miss.

2-2

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak	2	Tlt	✓	✓	✓	✓	Forenoon,	X	X	X	✓	✓

26. Uniforms req. by firm ✓ Kind aprons Supplied by firm ✓
laundered by firm ✓ Free ✓ Cost to girl X

27. Health service:
Hosp. X First aid (1) ✓ Chg. of Dr. full time X Dr. part time X
Other forelady No Resp. X Med. exam X Other welfare X

(1) Oil, iodine, bandages, adhesive. Forelady has some. Supt. also has some in his office.

Miss Hyde 2-2
Advised making
these N.R as to T+P.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

P.S. The Roof in Meridian is like this, but not of the actual amount of pay was shown in the book.

Corinth, Miss.,
Jan. 26, '25.

In re: Meridian Candy Co.

Dear Miss Hyde:-

I am at a loss to know what to do with these cards. I am afraid you will find them very misleading. The manager says he pays the girls by the day, but what he means by that is that 10 batches of candy usually constitute the day's output. and he pays them on that basis. If there is enough demand they make more candy and all the girls stay until the candy is packed, taking some time off to get supper + apparently not hurrying at their work. They are paid for this extra work on the 10 batch basis. No record is kept of time worked and none of actual pay — only the 10 batch rate. The foreman keeps a little book showing days and half days, but this is not dated. The only record the management seems concerned about is the number of batches the candy-maker

turns out and by counting back the weeks to first week in December & estimating the amount paid each girl from the quantity put out by the men, the manager gave me the earnings which appear on the cards. I suppose I should not have put down a daily rate as this is really a daily output figure.

When there is a demand they work on Sunday, too, about 6 hours, and until 6.00 o'clock on Saturday if there is work. The figure for "days worked" is more accurately "days worked on."

It is not really piece work because the work is divided among all the workers and they are paid by the amount the plant turns out & not the amount they do individually. They all stay until the work is finished. There is a distinction made however, in rate of pay, some being better workers than others.

Perhaps you have had the system before and can tell me "right off the reel" what you do with them.

Naturally it was impossible for the manager to figure out any 1923 cards or any 52's.

Sincerely, Mildred Belt.

My dear Miss

2-2

U. S. DEPARTMENT OF LABOR

WOMEN'S BUREAU

WASHINGTON

Jackson Miss
Jan. 6 1925

FEB 9 - 1925

My dear Miss Hyde-

By taking the week in Dec. as our scheduled weeks we have struck a little problem which needs your expert advice. In the 5 & 10 Ct stores, you know they always have extra people hired during the month of December. They are hired as regular sales people and get exactly the same wage and the same bonus as the regular ones do. Shall we count them or not? I have been able in some places to get which were the Xmas sales people and have made a note on the cards as to which they are. The other girls have not done that up to date. But it will not be a serious matter to try to get them in the future, if there is any point in doing so. Is it fair to omit them all or is it fair to include them? I do not know. We can without a great deal of trouble write and find out which are those workers in the places where we have not gotten it, if you feel that we should.

They are, of course, on quite a different basis than Sat. girls, or part time workers, who put in only two or three days per week. On the books you can tell no difference between them and the regulars. It is more than probable that in some of the other stores they have these same kind of extra people, though when we ask them they say "No " But in the 5 & 10 Ct stores it is a regular part of the scheme and as such is recorded.

I hope that you will have time to look over some of the cards before the work is started in Tennessee so that if there are any things you would have us do differently we will know in time, to make the changes before the work is started. I am sending in a bunch of schedules, and if you will just take a little time to see that we are getting on our sheets and orange cards, everything that is necessary, from your point of view. I missed so much not being able to talk over some of these things with you before we started in here, It would have helped us much. I floundered around with some things and did the best I could and am not entirely proud of parts.

With the best of wishes.

Hildred Th. Hawkins

I am telegraphing addresses where we can be reached to Miss Lewis as soon as I am certain myself.

U. S. DEPARTMENT OF LABOR

WOMEN'S BUREAU

WASHINGTON

Jackson Miss
Feb. 4, 1925

WOMEN'S BUREAU
FEB 7 - 1925
DEPARTMENT OF LABOR

My dear Miss Hyde-

Thank you so much for sending me a record of the packages which I sent in to the office. Mail , particularly packages, seem to be so uncertain in this part of the country, that I was rather worried about it until I heard.

I hate to bother you again, but are the white cards in for the following firms. The list you sent says they are.

W.T.Fountain. Greenwood
Miss. Valley Furniture Co. Greenwood
Delta Steam Laundry "
Vicksburg Laundry & Cleaners Vicksburg.

I do not have them checked as in that package. Everything else in that last list checked all right.

I hear such glowing reports about how well you are looking. I am so delighted to hear it, and hope that you will keep on improving. You will put everyone else to shame by being so blooming.

The weather here is delightful now. It rained steadily when we first came but now it is fine. Just cold enough to feel peppy. I prefer that to its being too warm.

If you have looked at any of the cards which we sent in , you will have noticed some of the appalling hours. Wages also are nothing for any one to brag about. Mildred Belt wrote you about the hours and wages in the Candy places, but did not send the cards so you could tell us whether or not that was usable material. She has been traveling about so it was hard to send them on, but I hope to include them in a package which I am sending either today or tomorrow. There is another Candy place in Natches which is still to be done. I don't know whether or not that will have the same system ~~or not~~. The one in Vicksburg did not, but was just a regular ordinary one to take. I trust that Natchez will be also.

Charlotte Perrault and I both send our love and best wishes .

Cordially
Hilda M. Hawkins

Factory Schedule
Sheet I. Extra 1-a

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Rogers Candy Co. Address 2211 Front St.
2. Product Candy City Meridian, Miss.
3. Person inter. Mr. Dan Netter Pos. Part owner Agent Belt
   Person inter. — Pos. — Date 1/14/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	X	17	17	Men			
Women	X	27	27	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	X	44	44	Total			

5. Firm's scheduled hours See 1-a

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7.00	3.00	X	X	8 hrs.	Day					
Sat.	7.00	11.00	—	X	4 "	Sat.					

Reg Wk Days 5 1/2 Reg wk Hrs 44 hrs. Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime 1-a → March, Sept. & Oct. (cotton picking time) are good months. During July & August consumption of sweet fluid cuts down candy trade.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period 1 wk. Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay Straight time (See 1-a)
9. Employment policy
   Empl. mgr. X Oth. centr. method Owner Other X
   Records kept X

chedule - Rogers Candy Co. - Meridian, Miss.

F Ia

2-3

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

5, 6, & 8. Basis of pay:-

This is really neither a time nor a piece system and there are no regular hours. Speaking very very broadly, the girls come about 7.00 and leave about 3.00. They have no regular lunch time.

They are paid (stick candy girls) on a basis of $1.00 for 12 batches of candy and they put up approximately 12 batches per day. Similarly the peanut candy wrappers are paid $1.00 for 40 batches & put up about 40 per day. So far as time is concerned, especially lunch time, they have leisure between batches and wander in & out of the factory to neighboring stores and lunch wagons and eat any time and all the time.

They are paid at the same rate for overtime and if the day is taken as 8 hours it will be seen from the "52's" that overtime or Saturday work is done (or even full time) a relatively small portion of the year. The number of "days worked" on the yellow cards was worked out on the 8-hour basis since the system could scarcely be called piece-work, all the girls having the work divided up evenly between them. (Over)

Smaller fractions than ½ day have been shown contrary to rules, in order to show overtime – full time being 5½ days.

Schedule T

2.

J. Stairways:

Location	Mat	Wi

Schedule Rogers Candy - Meridian, Miss 2-3

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
inside 1-2	wood	x	x	(1) x	x	x	✓	(2) treads badly worn but not broken.	(1) No rail (2) Also caked with dirt, candy, etc.

Note: Only one staircase.

11. Employees allowed to use elevators —

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent. ok.
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Cooking + wrap	A	2	wood	✓	x (1)	worn	x	x	✓	✓ (2)	x	x	✓

Notes (1) "Clean" General dirt + disorder. Floors caked + dirty in most of room. (2) Two large suction fans - one in window, one in skylight over cooker. Also a small fan to draw in fresh air at opposite end in window. Ceilings very high. Ventilation quite good.

17. Cleaning: Sweep 1 ce + gen. Freq. 1 ce D

By whom : Scrub 1 ce gen. Freq. 1 ce D

Women scrub off their own tables.

18. Natural light: Ordinary sash windows at two opposite ends of rather large long room. Several skylights, fluted glass.

Shades or awnings X girls sit very near windows.

In roof ✓ several flat skylights, fluted glass.

Glare X

General Statement Natural lighting satisfactory

19. Art. light: Gen. light: ✓ Drop lights at rare intervals

Indiv. hang. or adj. X

Glare ✓ From unshaded general drop lights.

General statement Borderline case. Unshaded drop lights not very far above heads of workers. Fortunately 3.00 o'clock is the average quitting time & lights are seldom needed.

Schedule 3. - Rogers Candy - Meridian, Miss. 2-3

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit wrapper	C		X	X	
(2) peanut filling	E		X	X	
Stand (1) wrapper	X	- (3)			
	(3) No chairs for "standing workers." Truck & other equip., tables, etc. only means.				
Both					

(1) Different kind of candy - large tables they must reach over. * coarser work

~~coarser work~~

(2) Does not have to lean forward at any rate. Has a sort of dishpan on lap.

21. Heating From plant.

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—	1	wash bowl
Cooled	—		
Tank	X		
Sum. — Cooler	✓		
Faucet	✓		
Other	X		
Cup. Ind.	X		
Cup. Com.	X		

23. Washing facilities

	Share with M	Share with P	Cln	Hot water	Soap	Towels: Fur	Individual Kind	Individual Freq	Common No	Common Freq
	✓	X	X(1)	X(2)	X(3)	X(4)	—	—	—	—

(3) All service facilities filthy. All helps colored and owner says he can do nothing with them. Any kind of soap is stolen immediately. Liquid soap wasted. Uses (4) Plenty of new clean sugar sacks which he calls "wash rags" rather than towels.

Notes (1) Black with dirt. Apparently never has been cleaned. (2) But hot water up-stairs in candy kitchen for washing of kettles.

(1) 24. Toilets: Kind Plbg Paper ✓ Instrt ✓ Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep men Freq 1ce W
Plbg rpr ✓ Clean X(1) Auto fl. X Freq — Scrub men Freq 1ce W

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
Col. — 1	27	X	X	X	1	27	✓	✓	X	✓	X	X	X	X stenero rm	X	✓	X(1)

General notes on service facilities:

(1) First floor of bldg. is on level of ground, has cement floor with some dirty sawdust on it. Used as a rug - storeroom - dark, dirty, & dismal. This is where service facilities are located, i.e., dressing room, three little toilet rooms right together, colored men, white men & colored women. Dirty wash bowl is just outside these toilet rooms. Toilet room filthy & full of papers.

No paper towels & no soap. Fixture for towels. Owner says paper towels are useless but I suppose that when the stole inspector comes he tells him that he has just run out of them, pointing to the holder.

Of course it is necessary to have a place for washing near toilets. But there is no encouragement here to keep the toilet decent. And in any case there should be a decent attractive place to wash right in the workroom with plenty of towels, soap & hot water.

Schedule - Rogers Candy Co. - Meridian, Miss. 2-3
4.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X
		None											

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X
	None			

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak					
	I	S	X(1)	✓	X	-	X	X	X	X	✓	benches

(1) Filthy. Floor caked with everything. Dirty papers. Room scarcely used as cloakroom, girls being afraid to let their possessions get so far away. He says he really needs lockers when, if, he gets more room.

26. Uniforms req. by firm X (1) Kind - Supplied by firm -

laundered by firm - Free - Cost to girl -

27. Health service:

Hosp. X First aid ✓ (2) Chg. of Dr. full time X Dr. part time X

Other ✓ owner No Resp. X Med. exam X Other welfare X

Walls + ceilings. Plant looks as though it had never seen fresh paint or a scrub brush. Located right beside the railroad tracks. The One big work room has dirty brick walls inside + dirty wooden rafter ceiling. Floors are dirty + caked + there is disorder everywhere. Kettles + kegs around in all stages of candy making + discording. No good system of receptacles for disposal. Owner uses colored help entirely + seems to think the situation hopeless, in fact doesn't even seem to realize that it is pretty bad.

Disorder

(2) First aid (27) Cupboard full of various remedies. Mostly burns + cuts in plant but he says they will not stay unless he has a lot of other remedies for them, such as aspirin, etc. They like to be doctored.

(1)
26. Uniforms: Uniform situation disgraceful. None provided by firm. Women dressed in the usual haphazard fashion of the colored, some with cotton aprons on. No caps at all + hair flying. Many in dirty woolen clothes such as sweaters. He said that without decent lockers (suggesting a large one for four, where the chances of loss might not be quite so great) they were afraid to change + leave their clothes downstairs. Decent clean, well lighted locker room, under some watchful eye might do away with this situation. His help is very steady, too — not haphazard. This should make decency more plausible.

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory SALVO BERDON CNDY CO Address NATCHEZ MISS,
2. Product Candy City
3. Person inter. Wit Berden Pos. Mgr. Agent C E P
   Person inter. x Pos. x Date 2/16/24
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	6	11	17	Men			
Women	10	—	10	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	16	11	27	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	700	600	1hr	x	10.	Day					
Sat.	700	500	1hr	x	9.	Sat.					

Reg Wk Days 6 Reg wk Hrs 59. Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime July August quiet months.
7. H.W.given out x Same work done in shop — Identical rates —
8. Wages
   Length pay period weekly Vac.without pay — With pay —
   Deductions x
   Bonus or commission x
   Overtime pay x
9. Employment policy
   Empl.mgr. x Oth.centr.method Mgr. Other —
   Records kept x

Schedule
2.

SALVO BERDON CNDY CO
NATCHEZ MISS.

2-4

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
1-2 Outside	wood	X	✓	✓	X	X	✓	wet	and unprotected from weather.
2-3 Inside	wood	X	✓	✓	✓	✓	✓	—	

11. Employees allowed to use elevators X (unguarded well)

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent ok
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Wrapping	A	3rd	wood	✓	✓	—	X	X	✓	(1) ✓	(1) heat	+	✓
Decorating	B	3rd	wood	✓	✓	—	X	X	✓	X	—	+	✓
Packing	C	3rd	wood	✓	✓	—	X	X	✓	X	—	+	✓

Notes (1) cooking is done in same room as wrapping very warm, large exhaust but still quite warm.

17. Cleaning: Sweep Workers Freq. 1 ce day
By whom : Scrub Workers Freq. 1 ce wk

18. Natural light: On three sides large sash.

Shades or awnings X
In roof X
Glare X
General Statement Not light good.

19. Art.light: Gen.light: Boxed ceiling flat reflectors
Indiv.hang.or adj. X
Glare X
General statement light ok.

2-4

...ry Schedule
...et 3. SALVO BERDON CNDY CO
NATCHEZ MISS.

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Decorate	D	✓	X	✓	
Stand Wrap	X	—	—	—	
Pack	X	—	—	—	
Both					

21. Heating Stove Steam Heat from cooking

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—	2nd	trough
Cooled	—	3rd	trough
Sum Tank	✓		
Cooler	X		
Faucet	X		
Other	X		
Cup. Ind.	X		
Cup. Com.	X		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
✓	X	✓	X	✓	✓	+	—	1	①
✓	X	X	X	✓	✓	X	—	1	①

Probably 1 - 1 a D

Notes ① Firm also own laundry girls can have as many as they want and as often, have only to bring a soiled one to get a clean one.

24. Toilets: Kind Plumb Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X Sweep workers Freq 1 a D
Plbg rpr ✓ Clean ✓ Auto fl. X Freq — Scrub X Freq —

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
wh	2nd	10	X	X	X	1	10	✓	+	✓	X	✓	✓	X	X	✓	✓	✓

y Schedule
et 4.

SALVO BERDON CNDY CO
NATCHEZ MISS.

2-4

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								✓	✗	✗	✗	✗	✗

	Cot	Chairs	Comf. Ch	Bench
Rest	✓	✗	✗	✗

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak												
	ind	✗S	✓	✓	✓	✗	✗	✗	✗	✗	nails	✗

26. Uniforms req. by firm ✗ Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. ✗ First aid ① ✓ Chg. of Dr. full time ✗ Dr. part time ✗
Other Mgr No Resp. ✗ Med. exam ✗ Other welfare ✗

Iodine & gauze only.

Mississippi

Miscellaneous

9 Schedules

5. Mississippi - Miscellaneous

4-5

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

1. Name of factory Miss. Valley Furniture Mfg Co. Address Main office no factory there 137 E. Calhoun St Memphis Tenn
2. Product furniture City Greenwood Miss.
3. Person inter. Mr. J. J. Willcins Pos. supt. Agent H.M.H.
   Person inter. Mr F.C. Deupree Pos. bookkeeper. Date 1/22/25
4. Number employed Day / Night

	White	Col.	Total		White	Col.	Total
Men	29	22	51	Men			
Women	X	20	20	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	29	42	71	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	6	~~40~~ 50 min	X	10 hrs & 10 min	Day					
Sat.	7	5	50 min	X	9 hrs 10 min	Sat.					

Reg Wk Days 6 Reg wk Hrs 60 Reg Wk Day _____ Reg Wk Hrs _____

6. Seasonal or overtime X Steady. In summer very only 5½ days. Occasionally worked on Sunday to catch up.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period weekly Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X
9. Employment policy
   Empl. mgr. X Oth. centr. method X Other foreman
   Records kept X

...ss. Valley Fur Mfg Co
g reenwood

4-5

...airways:

...ation	Mat	Wind	Light O. K.	Hand Rl O, K.	Nar	Stp	Rpr	Other	Notes
									treads in bad repair (1) a bad
inside 1- 4	wood	X	X	✓	✓	✓	X	✓(1)	forward pitch to them.
									dirty.

11. Employees allowed to use elevators X

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Machine room	A	1	cem	(1) X	✓	(2) X	X (6)	X	✓	✓ (2)	dust	lifting heavy loads. (7) ✓
Finishing	B	4	wood	✓	X (3)	(4) cracks	X	X	✓	✓ (5)	X	X ✓
Finishing-staining	C	4	wood	✓	X (3)	(4) cracks	X	X	✓	X	X	Bending over small pieces lifting + holding large pieces of furniture (8) ✓

(1) Some broken spots connected with each machine so very little dust in room (2) Blow pipe system to take off all sawdust + shavings (3) Floor Room called with paint + varnish, filthy. (4) Couldn't tell much about floor it was so dirty. (5) Suction fans connected with paint sprayer.

Notes (6) Passageway to toilet was very ~~wed~~ narrow between piles of lumber. (7) "Off-bearing": Taking cut wood from machines often heavy 10-15 lbs. (8) "Rubbing furniture". women had to bend low to get at small pieces. Had to move about + hold in awkward positions the furniture which they were rubbing.

17. Cleaning: Sweep porter Freq. about 1 ce W. (1s sweeping constantly gets around about 1 ce W.

By whom : Scrub X Freq. never

18. Natural light: Small sash windows

Shades or awnings X

In roof X

Glare X ~~going~~ when they face light. Not really necessary to face it. Can turn other way

General Statement Lighting was O.K for this kind of work which is not fine.

19. Art.light: Gen.light: drop light system: low hanging: no shades:

Indiv.hang.or ~~adj~~ c. for painting: Over off bearing machines - Had put paper shades on lights, no reg shades

Glare ✓ from unshaded low drop lights.

General statement Did not need a strong light for any of the processes except where one woman was painting the decorative figures on furniture Light O.K for types of work.

...edule
...o. Miss. Valley Furn. Mfg Co.
Greenwood.

4-5

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
~~Sit~~					No seats around, tho' plenty of furniture in all ~~kinds~~ stages of completion, offering a chance to sit down if they are not busy. Probably not much chance though.
Stand (Cleaning, staining, finishing)	X	—	—	—	
~~Both~~					

21. Heating A. none. B.C. steam pipes along sides. Necessary for the work, rather than comfort of workers.

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	X ①		
Bblr.san.	—		
Bblr.Unsan.	— ②		
Cooled	-		
Tank	X		
Cooler	X		
Faucet	✓ ③		
Summer Other ④	~~Spring pail~~		
Cup. Ind.	X		
Cup. Com.	✱ ⑤		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq

see note on P. 4.

Notes ① faucet from a flowing artesian well outside in yard. ② One bubbler on 1st fl. but water had been cut off, not usable. ④ Man fills pail in summer constantly water very cold. ⑤ Put month to faucet which was turned partly up. bad arrangement

24. Toilets: Kind plumb Paper ✱ Instrt X Room cleaned by-
Seat rpr ✓-1½ Clean ✓ Hand fl. X Seat fl. ✓ Sweep porter Freq when nec ①
Plbg rpr ✓ Clean ✓ Auto fl. X Freq — Scrub X Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
1	5	X	X	X	1	5	✓	✓	✓	✓	② ✓ X	✓	X	✓	✓	✓	X ①
4	15	X	X	X	1	15	④ X	✓	✓	X	③ ✓ X	X	X	clk ✓	X	✓	X ⑤

① "when it gets filthy the porter cleans it, probably never scrubs."
② A few boards over the top, large cracks. Right next to Men's toilet. Thin wood partition.
③ Some heavy paper laid over top- does not completely cover it.
✱ ⑤ room cooked with paint + varnish.

④ No door just a piece of heavy cloth hung in front of seat. This seat is at the end of a long narrow enclosure, part of which is used as a cloak room. no way of locking door of clk rm.

4-5

..chedule

4. Miss Valley Fur. Mfg. Co.
Greenwood Miss

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch	none							X	X	X	X	X	X

		Cot	Chairs	Comf. Ch	Bench
Rest	none	X	X	X	X

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak	1	E	X	✓	✓	✓	X	X	X	X	✓	X
	4	E	① X	✓	✓	✓	X	X	X	X	✓	✓ bench

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ Chg. of Dr. full time X Dr. part time X
Other ~~foreman~~ No Resp. X Med. exam X Other welfare X

23 ~~25~~ - should have some means for washing. Handling paint & varnish needs plenty of hot water & soap to be used after using benzine & turpentine to clean off the paint first

25 ① Room was filthy caked with paint + varnish.

Factory Schedule
Sheet II.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

4-7

1. Name of factory NATCHEZ BROOM FCTRY Address NATCHEZ MISS.
2. Product Brooms City
3. Person inter. Mr. C J Whitaker Pos. Mgr. Agent CEP
   Person inter. x Pos. x Date 7/16/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	5	10	15	Men			
Women	—	8	8	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	5	18	23	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	700	600	1 hr	x	10 hr.	Day					
Sat.	700	600	1 hr	x	10 hr.	Sat.					

Reg Wk Days 6 Reg wk Hrs 60 hr. Reg Wk Day — Reg Wk Hrs —

6. Seasonal or overtime X
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period weekly Vac. without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X
9. Employment policy
   Empl. mgr. X Oth. centr. method Mgr Other —
   Records kept X

edule

NATCHEZ BROOM FCTRY
NATCHEZ MISS

4-7

Stairways:

cation	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
			O. K.	O. K.					
									All on one floor.

11. Employees allowed to use elevators —

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Sorting + making	A	1st	wood	✓	✓	—	① ✓	X	✓	X	+	+

Vent of ② ✓

Notes ① Aisles obstructed by piles of broom corn about the floor.
② Very large and airy room

17. Cleaning: Sweep girls Freq. 1 ce day
By whom : Scrub X Freq. —

18. Natural light: Natural lighting small windows at two ends

Shades or awnings X
In roof ✓ long monitor entire length of workroom.
Glare X
General Statement Nat light good. "large monitor"

19. Art.light: Gen.light: General electric lighting drop lights
Indiv.hang.or adj. X
Glare X
General statement Art lighting good.

Schedule
3.

NATCHEZ MISS.
NATCHEZ BROOM FCTRY

4-7

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Stand					
Both Sort	A	x	—	—	(about half of workers had seats.

21. Heating none girls wore sweaters.

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—		
Cooled	—	may wash at faucet	
Tank	X	which drains into	
Cooler	X	saucepan.	
Faucet	(1) ✓		
Other	X		
Cup. Ind.	X		
Cup. Com.	X		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
					X	—	—	—	—

Notes (1) faucet drains into a saucepan, dirty water thrown into yard.

24. Toilets: Kind Bucket Paper X Instrt X Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. — Seat fl. — Sweep X Freq —
Plbg rpr — Clean — Auto fl. — Freq — Scrub X Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
col - outdoors	8	X	X	X	2	4	X	X	X	X	X	—	—	—	—	—	✓
(1) wh outdoors	3	X	X	X	1	3	✓	X	X	X	X	—	—	—	—	—	✓

no whites working in Dec.
Toilets moved when they begin to fill up.

Schedule
4.

4-7

NATCHEZ BROOM FCTRY
NATCHEZ MISS.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak	X	X	X	✓	X

Nails on wall in washroom

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ Chg. of Dr. full time X Dr. part time —
Other ~~mgr~~ No Resp. X Med. exam + Other welfare X

Iodine gauze tape abs-cotton.

4-11 ✓

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

SOUTHERN PAPER COMPANY.

1. Name of factory MOSS POINT MISS Address MOSS POINT MISS

2. Product Paper City

3. Person inter. E H Mayo Pos. Mgr. Agent CEP

Person inter. x Pos. x Date 2/26/25

4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	122	33	155	Men	244	66	310
Women	9	x	9	Women	x	x	x
Girls	x	x	x	Girls	x	x	x
Boys	x	x	x	Boys	x	x	x
Total	131	33	164	Total	244	66	310

164
474

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	700	500	1 hr	x	9	Day	700	300	300	1100	1100-700
Sat.	700	500	1 hr	x	9	Sat.	Phone shifts			eat at work	
Reg Wk Days	6	Reg wk Hrs	54			Reg Wk Day	6N	Reg Wk Hrs	48		

6. Seasonal or overtime Overtime see back of yellow cards.

7. H.W. given out X Same work done in shop — Identical rates —

8. Wages

Length pay period 2 week Vac. without pay X With pay X

Deductions x

Bonus or commission x

Overtime pay X straight except millwrights & carpenters who get time & one half as they work overtime a lot. Overtime see yellow cards one girl worked 21 hours.

9. Employment policy

Empl. mgr. X Oth. centr. method x Other Foremen

Records kept X

Schedule
2. Southern paper Co MOSS POINT MISS 4-11

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
Girls	all on	one	floor.						

11. Employees allowed to use elevators X.
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif (1)	Special problem	Problem
Cutter	A	1st	cem	✓	✓	+	X	X	✓	X	X	X
Cutter	B	1st	cem	✓	✓	plate form to windows	X	X	✓	X	X	X

(1) Vent out of ✓ X

Notes (1) "B" is too warm but from drying mch, are going to install the "Ross Eng exhaust system."

17. Cleaning: Sweep JAN Freq. Con.
By whom : Scrub X Freq. —

18. Natural light: On three sides large modern windows

Shades or awnings X
In roof Monitor 3/4 length of room. "A13" (1) Ventilating louvers partly for light partly vent.
Glare X
General Statement Light very good.

19. Art.light: Gen.light: General electric large porc reflectors high ceiling.
Indiv.hang.or adj. X
Glare X
General statement Artificial lighting very good.

Schedule

3. Southern Paper co

MOSS POINT MISS

4-11

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Stand					
Cutters	X	—	—	—	
Both					

21. Heating Heat from machines. A. O.K. B. Fan warm in summer.

Drinking facilities		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—	1st	Basin
Cooled	—	in toilet room.	
Tank	X		
Cooler	X		
Faucet	X		
Other	bail + dipper water from spring.		
Cup. Ind.	✓	paper	
Cup. Com.	X		

23. Washing facilities	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
1st Basin	X	X	X	X	X	X	—	—	—	—

Notes

24. Toilets: Kind Plunk Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓ Clean X Hand fl. ✓ Seat fl. X Sweep N Resp Freq —
Plbg rpr X Clean X Auto fl. X Freq — Scrub N Resp Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
1st	9	X	X	X	1	9	✓	✓	✓	✓	X	X	X	✓	X	✓	X
														Lobby room			

Toilet very dirty no one responsible Mgr is to appoint a colored woman immediately.

Schedule
4. Southern Paper Co MOSS POINT MISS 4-11

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak	X	X	X	(1) ✓	X

(1) nails in workroom.

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid (1) ✓ Chg. of Dr. full time (1) Dr. part time X
Other (1) ✓ No Resp. X Med. exam X Other welfare ✓

(1) 27 Johnson's Staid kit taken care of by storekeeper. Clerical

Community service

(1) 27 Doctor and medicine free at all times.

(1) 27 Life ins $500 first anniversary $100 per year.

Mississippi

Textiles

11 Schedules

4. Mississippi- Textiles

3-1

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Arden Mills Address
2. Product Cotton Hosiery City Meridian Miss
3. Person inter. Mr. Palme Pos. Supt. Agent H.M.H.
   Person inter. — Pos. — Date 1-18-25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	80	5	85	Men	21	x	21
Women	201	48	249	Women	19 20	x	19 20
Girls	17	x	17	Girls	x	x	x
Boys	4	x	4	Boys	x	x	x
Total	302	53	355	Total	~~44~~	x	~~44~~ 41

355
395

5. Firm's scheduled hours Night.

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	6.30	5.45	45	x	10½	Day	5.45	5.15	30	x	11
Sat.	6.30	12	—	x	5½	Sat.	—	—	—	—	—

Reg Wk Days 5½ Reg wk Hrs 58. Reg Wk Day 55 Reg Wk Hrs 55

6. ~~Seasonal~~ or overtime

7. H.W. given out X Same work done in shop ✓ Identical rates ✓
   In 1923 gave out some mending to be done, none in 1924.
8. Wages
   Length pay period Weekly Vac. without pay X With pay X
   Deductions 50 cts. per mo. for doctor
   Bonus or commission X
   Overtime pay X same rate
9. Employment policy
   Empl. mgr. X Oth. centr. method Foremen Other X
   Records kept X

Schedule
Alden Mills
Meridian Miss

Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
2 stairways outside 1 - 2 (1)	wood	X	✓	✓	X	X	✓	X	(1) Had pine sides + top protecting it from the weather.
1 outside 1 - 2 (2)	wood	X	✓	✓	X	X	✓	X	(2). No sides or top for protection from weather, as it would cut off light from knitting room. A wire screen at sides as a safety precaution.

11. Employees allowed to use elevators X

Workrooms.

12. Rooms Workroom	Code	Fl.	13. Floors Mat.	Rpr.	Cln.	Other	14. Aisles Obst.	Nar.	15. Ventilation Nat.	Artif	Special problem	16. Other Problem	until O. K
Winding	A	1	wood	✓	✓	X	X	X	✓	X	(4) X	X	(2) ✓
col. Knit, loop Board	B	1	wood	✓	✓	splinter	X	X	✓	✓ (1)	heat Steam	(3) ✓	✓
Inspect	C	1	wood	✓	✓	X	X	X	✓	X	X	X	✓
Knit	D	2	wood	✓	✓	X	X	X	✓	X	X	X	✓
Loop	E	2	wood	✓	✓	X	X	X	✓	X	X	X	✓
card	F	1	wood	✓	✓	X	X	✓	✓	X	X	X	✓
Spin	G	2	wood	✓	✓	splinter	X	X	✓	Humidi-fier	X	X	✓

Notes (1) Exhaust fan in window to take off steam from steam forms in boarding. (2) Have special screened openings over windows to draw off heat in summer, are boarded over in winter. (3) Boarders use wood forms, must brace them against body to keep them firm - a constant pressure. (4) Only noticed in part of the room for boarders

17. Cleaning: Sweep Porters Freq. continually. get over fl. 3-4 X D.
By whom : Scrub Porters. Freq. about ~~3 or 4~~. 1c - 2 wks.

18. Natural light: Lower ½ of all windows semi trans. large sash wind - regular mill size ~~throughout~~ throughout B.
Shades or awnings ✓ wherever necessary.
In roof X
Glare X
General Statement Light good, but needed elec. lts. in most of rooms because work was fine.

19. Art.light: Gen.light: Elec. in all rooms. Have "Industrial shade" but do not like them. have taken lower parts of them off.
Indiv.hang.or adj. ✓ Loopers, menders, inspectors + finishers all shaded. O.K.
Glare X a few women face windows but there are curtains.
General statement Lighting was good throughout

3-1

...ry Schedule Alden Mills
...eet 3. Meridian.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need
Sit Mending.	D		Table bar	✓
Inspecting	(2) H		X	X
Looping	(2) H		X	X
Stand ~~mating finish~~	(1) X	none	—	—
Stamping	(1) X	none	—	—
Knitting	(3) X	none	—	—
~~Spinning~~	X	none	—	—
~~Both~~ Carding	X	none	—	—

Notes (1) Could sit at this job. (2) Splint bottom chairs used commonly in south. some back legs cut shorter (3). A few chairs around would have been helpful.

21. Heating, Steam pipes overhead.

22. Drinking facilities

23. Washing facilities

	Drinking facilities	Floor	Kind	Share with M	Share with P	Cln (2)	Hot water	Soap	Towels Fur	Towels Individual Kind	Towels Individual Freq	Towels Common No	Towels Common Freq
Public	X												
Conven.	✓ In each room												
Bblr.san.	✓ — 1 only												
Bblr.Unsan.	✓ —	1 A	2 sinks	X	X	✓	X	X	X	—	—	—	—
Sum Cooled	✓	1 C	1 sink	X	X	✓	X	X	X	—	—	—	—
Tank	X	2 D	1 sink	✓	X	✓	X	X	X	—	—	—	—
Cooler	X	2 E	1 sink	X	X	✓	X	X	X	—	—	—	—
Faucet	X	1 F	1 sink	✓	X	✓	X	X	X	—	—	—	—
Other	X	2 G	1 sink	✓	X	✓	X	X	X	—	—	—	—
Cup. Ind.	—	2 B	(1) X	—	—	—	—	—	—	—	—	—	—
Cup. Com.	—												

Notes (1) No wash basin for colored women. (2) Most of wash basins + toilets were exceptionally clean + white.

24. Toilets: Kind plumb Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓=10 X=1 (5) Clean ✓=10 X=1 Hand fl. ✓ Seat fl. X Sweep Porter Freq 2-3 X D
Plbg rpr ✓ Clean ✓ Auto fl. X Freq — Scrub Porter Freq 1 a W.

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art (4)	Room cln
wh. A	1	37	X	X	X	2	18.5	✓	✓	X	X	X	X	X	✓	X	✓	✓
Col. B	1	48	X	X	X	1	48	✓	✓	✓	X	X	X	X	✓	X	✓	X (3)
wh. C	1	15	X	X	X	1	15	✓	✓	X	X	X	X	X	✓	X	✓	✓
wh. D	2	90	X	X	X	2	45	✓	✓	X	X	X	X	X	✓	X	✓	✓
wh. E	2	51	X	X	X	2	26	✓	✓	X	X	X	X	X	✓	X	✓	✓
wh. G	2	13	X	X	X	2	7	✓	(1) X	(2) ✓ —	cem ✓	X	X	X	✓	X	✓	✓
wh. F	1	11	X	X	X	1	11	✓	(1) X	X	✓ cem	X	X	X	✓ wh. cem	X	✓	✓

(1) Rooms painted recently. name had not been put back on door. (2) 1 seat screened. other was not (3) Col. Toilet. should be kept clean. cleaner supposed to
(4) No ceil to any of toilet rooms. Light came from work room ceil lights. O.K.
(5). 1 seat in Col. Toilet was broken + not clean. 10 others O.K.

y Schedule
et 4.

Alden Mills.

3-1

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak	Hang on nails in wk rm							X	X	X	✓	X
(1)	2nd	S	✓	X	✓	X	X	X	X	X	✓	X

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ Chg. of Dr. full time (1) ✓ Dr. part time —
Other (1) Supt No Resp. X Med. exam X Other welfare ✓ see below

25-(1) This was a hallway-really a bridge-between 2 bldgs. The 2 stairways came up from the outside into this space. Part of girls hung their wraps here. Seems quite unsafe.

27. Have a company doctor on full time. Comes to mill every morning & then goes to the homes. Only the very smallest amt of 1st Aid done in plant. All the rest is done by the doctor at their own homes.

Mill village

42 houses 50 cts per room per wk. Some have city lights. All have City water & flush toilets. A few have baths.

Factory Schedule
Sheet I. 1a 2a

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

Can't find overtime pay card 3-7

372

1. Name of factory Stonewall Cotton Mills Address Stonewall Miss.
2. Product Cotton Ginning City
3. Person inter. Mr. Stadler Pos. Supt Agent CEP
   Person inter. Mr. A.C. Frank Pos. Treas. Date 1/15/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	310	X	310	Men			
Women	~~189~~ 186	~~10~~ 12	~~199~~ 198	Women			
Girls	4	X	4	Girls			
Boys	6	X	6	Boys			
Total	~~509~~ 506	~~10~~ 12	~~519~~ 518	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	6 30	5.45	60	X	10 1/4	Day					
Sat.	6 30	4.15	60	X	8 3/4	Sat.					

Reg Wk Days 6 Reg wk Hrs 60 Reg Wk Day — Reg Wk Hrs —

6. ~~Seasonal or~~ overtime Firm runs overtime, see yellow cards.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period Semi monthly 1-15 Sac. without pay X With pay X
   Deductions Doctor 0.31 per month.
   Bonus or commission X
   Overtime pay no extra for overtime, straight time.
9. Employment policy
   Empl. mgr. X Oth. centr. method X Other Supt + ass't
   Records kept X

310
186
10
506

310
198
10
518

Stonewall Cotton Mills. 1a
Stonewall Miss.
3-7

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU
WASHINGTON

Overtime is straight time.

Night shift in 1923, started at 6.15 PM until 5.45 AM. with 30 minutes for lunch Total 11 hours 5 nights a week. There is a great deal of overtime.

The time book was not figured in hours, except the overtime. Example.

M	T	W	TH	F	S
1	1	0	1/4	1	1
4	5			5	3

"1" above the line is the day worker was present.
"0" " " " " " " " " absent
"1/4 " " " " " " " " present part of the day

Figures below the line "5" "4" "3" are the overtime hours on the days worked above the line.

So as not to mix the days and hours, and to be able to show the overtime, I entered the overtime on the yellow cards in the space alloted for overtime.

This can only be shown for the time workers as it did not show up on the piece workers.

In the cloth department the overtime could not be taken care of as shown above, because the no of bolts the workers handled was confusing to me. It can be figured out in the office as the rates are ok.

Better not use overtime.

Mrs Fr Cook

~~Survey~~ Schedule
Sheet 2. Stonewall Cotton Mills
Stonewall Miss

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
1-3 ① Outside	wood	X	✓	✓	X	X	✓	—	② Artificial light
1-3 inside	wood	X	✓	✓	X	X	✓	—	was necessary, was
1-3 inside	wood	X	② X	✓	X	X	✓	—	not on exit sight
1-3 inside	wood	✓	✓	✓	✓	X	✓	—	said "stairs only used in emergency."

① no cover over stairs.

11. Employees allowed to use elevators X
Workrooms.

12. Rooms			13. Floors				14. Aisles (Sheet 2a)		15. Ventilation			16. Other (see 2a)
Workroom	Code	Fl.	Mat.	Rpr. ①	Cln.	Other	Obst. ④	Nar. ③	Nat.	Artif	Special problem	Problem
cloth	A	1st	wood	X	✓	—	X	X	✓	② ✓	X	X
Weave	B	1st	wood	X	✓	—	✓	✓	✓	X	Humidity 80°-90°	
Weave	C	1st	wood	X	✓	—	✓	✓	✓	X	Humidity 70°-80°	
cord	D	2nd	wood	X	✓	—	X	X	✓	X	Humidifiers were	
Spin	E	3rd	wood	X	✓	—	X	✓	✓	X	spraying a very	
Cord	F	2nd	wood	X	✓	—	X	X	✓	X	coarse spray	
Spin	G	3rd	wood	X	✓	—	X	✓	✓	X	of moisture.	
Dye	H	1st	wood	✓	✓	—	X	X	✓	X	(one woman)	

Vent ok: X, X, X, X, X, X, X, X

Notes ① All the floors were badly worn and gutted.
② Artificial vent in clothroom over "tentering machine" it was a large hood, same type as used in laundries, no exhaust and "heat backs up in summer."

17. Cleaning: Sweep Col women Freq. D+F continuous. A, B, C, E G, 4 times daily
By whom : Scrub X Freq. —

18. Natural light: All rooms had large sash windows.

Shades ~~or awnings~~ ✓ Windows had canvas curtains or were painted on sunny side.
In roof "A" had sawtooth roof, small room only, 1 tooth.
Glare X
General Statement Natural lighting was good.

19. Art.light: Gen.light: General electric lighting Low hung unshaded.
Indiv.hang.or adj. X
Glare ✓ Glare from many unshaded bulbs at eyelevel.
General statement artificial lighting poor all of the rooms had some unshaded bulbs at eyelevel.

Sheet 2a Stonewall Cotton Mills.
Stonewall Miss.

(4)(3) Workrooms "B & C" were aisles were narrow caused by crowded of machinery.
Aisles were obstructed by belts from looms going to flow below, they were not guarded and one had to watch their step and keepin the center of the aisle so as not to trip on there.

(2a) Ventilation was not taken care of though they had plenty of windows; none were opened

Schedule
3. Stanwall Cotton mills
Stanwall Miss

Occupations		Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit	Warpers	E	✓	X	X	Weavers fill own batteries.
Stand	Inspect					Warpers had boxes which were
	Slade					thickly padded with burlap.
	Jack	X	—	X	X	
Stand	Weave					
	Draw					A few girls on the speeders,
	Slubber Tend					had supply trucks on which
	Speeder Tend					they were sitting.
~~Both~~	Wind					
	Spin					
	Spool					

21. Heating Steam pipes around the wall girls not near.

22. Drinking facilities

		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	① ✓	1	Fountain
Cooled	✓	1 ①	2 boxes
Tank	X		
Cooler	X		
Faucet	X		
Other	X		
Cup. Ind.	X —		
Cup. Com.	X —		

① Only one was in use.
Workers might use stream from bubbler which ran continuously.

23. Washing facilities

	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Towels Individual Kind	Towels Individual Freq	Towels Common No	Towels Common Freq
Bblr.Unsan.	✓	X	✓	X	X	X	X	X	X	X
Cooled	X	X	✓	X	X	X	X	X	X	X

Notes ① Water came from wells and was running continuously.
Cold from wells.

24. Toilets: Kind Plumb Paper ✓ Instrt X Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. 3 Seat fl. X Sweep JAN Freq 2 ce D
① Plbg rpr ✓ — Clean ✓ Auto fl. 10 Freq 16 min Scrub JAN Freq 1 ce D

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
1		X	X	X	2		X	✓	✓	✓	✓	✓	X	X	✓	✓	✓
2		X	X	X	2		X	✓	✓	✓	✓	✓	X	X	✓	✓	✓
3		X	X	X	2	17	X	✓	✓	✓	✓	✓	X	X	✓	✓	✓
1		X	X	X	2		X	✓	② ✓	✓	✓	✓	X	✓	X	✓	✓
2		X	X	X	1		✓	X	✓	✓	✓	X	X	X	✓	✓	✓
3		X	X	X	2		X	✓	✓	✓	✓	✓	X	X	✓	✓	✓
1		X	X	X	2		✓	✓	✓	✓	✓	✓	X	X	✓	✓	✓

White women out of repair leaky hand flush. ~~H.D.Fl.~~

② Screened by a curtain.
① Floors were wet could not tell where water came from. think leaky bowls, in three toilets

Schedule
4.

Stonewall Cotton Mills
Stonewall Miss.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak	X	X	X	✓	X

nails on posts in dressroom

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service: (1)
Hosp. X First aid X Chg. of Dr. full time X Dr. part time X
Other — No Resp. — Med. exam X Other welfare ✓

(1) Workers pay 0.31 per month for doctor's fee and all accidents illness etc are taken care of by doctor who lives in the mill village.

Company has a movie house - movies twice a week hall "Covered Wagon" for .0.50

212 houses Rent 1.75 per room per month.
Rent also includes garage.
Water is from artesian well.
Plumbing in foreman's houses only, others have wells.
Very few have electricity mostly oil lamps.

Privies at houses cleaned twice a week, disinfectant used.

✓ 3-6-6 (3-6c-3) Mens dresses + aprons

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

1. Name of factory Tri-State Clothing Co. Address Main St.
2. Product Womens dresses + aprons City Memphis
3. Person inter. Mr. Kerrisher M. Pos. Owner + Mgr. Agent E. J. Best
   Person inter. " " 2 Pos. " " " Date 3/3/25
4. Number employed Day Night —

	White	Col.	Total		White	Col.	Total
Men	3	2	5	Men			
Women	86 ✓	27 ✓	113 ✓	Women			
Girls	—	—	—	Girls			
Boys	1		1	Boys			
Total	90	29	119	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7 45	5 45	30	—	9 2 ✓	Day					
Sat.	7 45	1 00	—	—	5 1/4 ✓	Sat.					

Reg Wk Days 5 1/2 ✓ Reg wk Hrs 52 3/4 ✓ Reg Wk Day — Reg Wk Hrs —

6. Seasonal or overtime In July + August work is very slack + most of workers are laid off for a month & six weeks
7. H.W. given out No Same work done in shop — Identical rates —
8. Wages
   Length pay period 1 wk Vac. without pay + With pay +
   Deductions If late time lost is deducted
   Bonus or commission $25 is given at Xmas & workers who have worked during entire year when factory was running — & who sleeve is permitted
   Overtime pay No overtime
9. Employment policy
   Empl. mgr. X Oth. centr. method Mr. Kerrisher Other X
   Records kept No

Tri-State Clothing Co Tri-State Clothing Co

Schedule
2.

10. Stairways:

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
near front entrance	wood	X	O. K.	O. K.					
rear of room	wood	✓	✓	X	✓	X	✓	X	—
near front entrance	wood	X	✓	half way up	X	X	✓	X	—

11. Employees allowed to use elevators None

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other Problem
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	
2nd floor			wood	✓	* X	—	X	X	✓	fans	*	—
3rd floor			"	✓	✓	—	X	X	✓	fans	*	—
												*16 Fans heat rear of room — a wall exhaust would improve air conditions

Not OK
*
✓
✓

Notes 13 Probably only one dozen litter — the clipping is done here
15 — Ceiling are high & windows on on 3 sides! ventilation should be satisfactory — machines are equipped with electric motors running entire time — very noisy dress guard over drive

17. Cleaning: Sweep Dry mopping Freq. daily

By whom : Scrub Porty cleaners in lower mo Freq. bi-monthly floors monthly does not work

18. Natural light: Windows on 3 sides — well placed on 3rd floor

2nd floor is not so light because of piled material in front of windows

Shades or awnings Shades on windows which women face

In roof None

Glare Low row of women clipping face windows

General Statement Lighting in 3rd floor room is good — not as good as 2nd floor but as there is no sewing on this floor light not so essential

19. Art.light: Gen.light: 3rd floor — overhead bulbs with pan shaped reflectors

Indiv.hang.or adj. None

Glare None

General statement On a dark day it would seem doubtful if overhead lights were sufficient — Engr. when asked if satisfactory said "Yes except on a very dark day."

...to Clothing Co. Tri-State Clothing Co

...Schedule

...3.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit machine st.	*	✓	—	X	*Straight back wooden seated chairs some girls had put cushions in seat
Stand presses	X	—	—	X	one girl was sitting on table & rest
bundlers	X	—	—	X	
clippers	X	—	—	X	
Both	—	—	—	—	

21. Heating Radiators on 3rd fl. wall & in front of 2nd fl & rear

22. Drinking facilities

23. Washing facilities

		Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Towels Individual Kind	Towels Individual Freq	Towels Common No	Towels Common Freq
Public	—												
Conven.	✓												
Bblr.san.	—												
Bblr.Unsan.	—	2nd	wooden										
Cooled	in summer	3rd	"										
Tank	*	in	workroom	on	X	X	X	X	✓	X	—	45	weekly
Cooler	—		closet	2nd fl	X	X	X	X	✓	X	—	2	
Faucet	—			only									
Other	—												
Cup. Ind.	**												
Cup. Com.	**												

Notes * small barrel in each work room ** Supposed to bring their own cups - a most had but a few different boys commonly on top of bowl

24. Toilets: Kind flush Paper ✓ Instrt X Room cleaned by porter
Seat rpr ✓ Clean X Hand fl. ✓ Seat fl. X Sweep porter Freq daily
Plbg rpr ✓ Clean X Auto fl. X Freq X Scrub " Freq thoroughly but not oftenough
*on 8th fl. but looked out of order ~ 2nd

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	Ventilation art	Ventilation oth rm.	Light out wnd	Light art	Room cln
Col 2nd	27	out	—	—	1	27	X	X	✓	X	X	X	X	✓	X	X	X
W 2nd	86	X	—	—	1	86	X	X	X	X	X	✓	X	✓	✓	X	X

24* Inspr said toilets were constantly getting out of order - women put all kinds of things down them - had to call in plumber about once a week

Schedule
Tri-State Clothing Co.

Tri-State Clothing Co.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch	X	X											

Rest	X	X						Cot	Chairs		Comf. Ch		Bench

Cloak	2nd 3rd	bitit —	X ✓	X ✓	X X	✓ X	X X	Lokr X	X Shlv ✓	X Racks ✓	✓ Wall hk X	X Seats X

26. Uniforms req. by firm X Kind _____ Supplied by firm _____
laundered by firm _____ Free _____ Cost to girl _____

27. Health service:
Hosp. — First aid ✓ Chg. of Dr. full time X Dr. part time X
Other X No Resp. * Med. exam — Other welfare —

27 Engr. or foreLady administers 1st aid

15 — 23 — 7 (5-6c-1) Women dresses & aprons

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

1. Name of factory Childs Specialty House Address
2. Product Women's & children's dresses. City Union city
3. Person inter. Mr. Beck Pos. Mgr. Agent N. M. H
   Person inter. Mrs Edna Ward Pos. Bookkeeper. Date 2-20-25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	5	x	5	Men			
Women	101	5	106	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	106	5	111	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7	6	1 hr	x	10	Day					
Sat.	7	12	x	x	5	Sat.					

Reg Wk Days 5 1/2 Reg wk Hrs 55 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime X Work pretty steady - occasionally an hour overtime.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period wkly Vac. without pay X With pay X
   Deductions X | 13 girls work full 55 hrs. they are paid for 56 hrs. but if they are out as much as 15 min, that time is deducted from 55 hrs.
   Bonus or commission For a few specialty operators. They are paid an hour rate and a bonus based on amount of time put in. diff oper - diff rates.
   Overtime pay X Straight time

W.O. 525

9. Employment policy
   Empl. mgr. X Oth. centr. method forelady Other X
   Records kept X

Schedule
2. Childs Specialty House
Union City Tenn

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
Inside 1-3	wood	X	✓	✓	X	X	✓	Dirty	

11. Employees allowed to use elevators X
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent O. K
Workroom	Code	Fl.	Mat.	Rpr.	Cln. (1)	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Pressing	A	1	cem	✓	✓	plat forms	X	X	✓	~~pad~~ fans	X	X	✓
Finishing	B	2	wood	✓	✓	X	X	X	✓	pad fans	X	X	✓
Pattern	C	2	wood	✓	✓	X	X	X	✓	pad fans	X	X	✓
Sewing	D	3	wood	✓	✓	X	X	X	✓	pad fans	X	X	✓

Notes (1) there was not an accumulation of dirt but a scrubbing would not have hurt the place. It looked dingy.

17. Cleaning: Sweep porter Freq. 1 re D.
By whom : Scrub X Freq. —

18. Natural light: A. long sash wind 2 sides. B. long sash wind 2 sides. C. 3 sides D. 4 sides

Shades or awnings on all windows

In roof X

Glare? ✓ A strong sun on the work. girls facing wind in C. Curtain could have been pulled down.

General Statement Light good except for glare on a few machines. Curtain could have been pulled down.

19. Art. light: Gen. light: A + D. Factory specials shades. B + C. no shades dp lt. low hung.

Indiv. hang. or adj. X

Glare ✓ B. + C.

General statement Light for A + D very good, but bad in B + C. because of the low hung dp lts without shades.

Schedule
3. Childs Specialty House
Twin City Tem

Occupations	Seats Kind	Seats No. o.k.	Footrests Kind	Footrests Need	Notes
Sit machine open.	H	✓	~~X~~	~~X~~	① Many rocking chairs. ② Boxes were available wherever women wanted them. ③ Many chairs around everywhere. Anyone could sit down if she had extra time.
Pickers (finishers)	H.M①	✓	box②	X	
Stand give out work	H	many③	X	X	
Pattern makers	H	✓	X	X	
Both					

21. Heating Steam-radiators, seemed to be all right, not uncomfortably near workers.

22. Drinking facilities

23. Washing facilities

		Col.	Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	X	X												
Conven.	✓	✓												
Bblr. san.	—	—												
Bblr. Unsan.	✓	—	1 col. w.	1 black sink	X	X	?①	X	X	X	—	—	—	—
Cooled	X	—	2	wash bowl 1	X	~~X~~	✓	X	X	X	—	—	—	—
Tank	X	X	3②											
Cooler	X	X												
Faucet	X	✓①												
Other	X	X												
Cup. Ind.	~~X~~	~~X~~												
Cup. Com.	~~X~~	X												

① Could not tell whether it was clean or not.
② On 3rd floor 2 wash bowls in work room had been boarded over. Guide did not know why.

Notes ① Faucet turned sideways + upwards at an angle. drink out of it as a bubbler bad system.

24. Toilets: Kind plumb Paper ✓ Instrt X
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. X
Plbg rpr ✓ Clean ✓ X Auto fl. X Freq —

Room cleaned by-
Sweep porter Freq 1/c D ①
Scrub X Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
Col. 1	5	X	X	X	1	5	✓	✓	✓	✓	✓	X	X	wh. rm.	X	✓	X
wh. 2	26	X	X	X	1	26	✓	✓	✓	X	✓	✓	X	X	✓	✓	X
wh. 3	75	X	X	X	2	38	X	✓	✓	X	✓	✓	X	X	✓	✓	X ②

① All rooms needed a scrubbing. ② an enormous amount of toilet paper on the floors. general atmosphere of carelessness shown in all 3 of the toilet rooms.

...ory Schedule
...eet 4. Childs Specialty House.
Union City Tenn.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X
	no												

① A few women eat in rest room. Most of them go home.

								Cot	Chairs	Comf. Ch		Bench
Rest	2	D	✓	✓	✓	X	X	✓	✓	rockers		✓

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak	2	D	✓	✓	✓	X	X	✓	✓	✓	X	✓

Not enough lockers for all - extra racks

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ Kit Chg. of Dr. full time X Dr. part time X
Other formaly No Resp. X Med. exam X Other welfare X

25-① workers are not allowed to eat in work rooms.

4-6-1 PURYEAR MFG. CO (4-6c-2) Dresses & aprons

Factory Schedule ~~U. S. DEPARTMENT OF LABOR~~ 372
Sheet I. WOMEN'S BUREAU

1. Name of factory Puryear Address 417 Second St
2. Product Aprons & Dresses. City Nashville Tenn.
3. Person inter. J G Fottrell Pos. Supt. Agent C E S.
   Person inter. G H Griffen Pos. Office Date 3/30/25
4. Number employed R B Puryear Day Gen mgr. Night

	White	Col.	Total		White	Col.	Total
Men	3	x	3	Men			
Women	43	3	46	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	46	3	49	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	800	430	1/2	x	8	Day					
Sat.	800	1230	x	x	4 1/2	Sat.					

Reg Wk Days 5 1/2 Reg wk Hrs 44 1/2 Reg Wk Day — Reg Wk Hrs —

6. Seasonal or overtime Busy in spring

7. H.W. given out x Same work done in shop — Identical rates —

8. Wages
   Length pay period Weekly Vac. without pay x With pay x
   Deductions x
   Bonus or commission x
   Overtime pay x

9. Employment policy
   Empl. mgr. x Oth. centr. method Jmelody Other x
   Records kept x

Schedule 2.

BURYEAR MFG. CO.

By

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
1-5 Inside	wood	x	✓	✓	x	x	✓	x	

11. Employees allowed to use elevators ✓ freight elevator.
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif (3)	Special problem	Problem
Mech oper.	A	5	Wood	✓	(1) x	(2) splinty	x	x	✓	✓	x	x ✓
Press	B	4	Wood	✓	✓	x	x	x	✓	✓	x	x ✓

Notes ① Floor not clean thread ends pieces of cloth & paper.
② Floor very much worn splinty and holes here and there. ③ Large paddle fans used in summer.
④ Toilet vents into workroom.

17. Cleaning: Sweep Col woman Freq. 1 a Day.
By whom : Scrub x Freq. —

18. Natural light: Not light on four sides long narrow sash + large sash
Shades or awnings x
In roof x
Glare Glare for girls facing light.
General Statement Not light equally a few curtains needed on sunny side.

19. Art.light: Gen.light: General electric drop unshaded bulbs
Indiv.hang.or adj. ✓ Individual unshaded bulbs drop.
Glare ✓ extreme glare unshaded bulbs directly in front of workers at eyelevel. since bulbs hold protect tips.
General statement
Artificial light very bad.

PURYEAR MFG. CO.

By

ory Schedule
eet 3.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
mo	H	✓	X	X	
Inspect	H	✓	X	X	
Stand					
Both					

21. Heating Steam pipes around wall.

22.

Drinking facilities		Floor	Kind
Public	X		
Conven.	✓		
Bblr.san.	X		
Bblr.Unsan.	✓	5	Dough
Cooled	✓	4	Dough
Tank	X		
Cooler	X		
Faucet	X		
Other	X		
Cup. Ind.	X		
Cup. Com.	X		

Sum

23.

Washing facilities	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Floor 5 Dough	X	X	✓	X	X	X	—	—	—	—
Floor 4 Dough	X	X	✓	X	X	X	—	—	—	—

Notes

24. Toilets: Kind Plumb Paper ✓ Instrt X
Seat rpr ✓ Clean X Hand fl. ✓ Seat fl. X
Plbg rpr ✓ Clean X Auto fl. X Freq X

Room cleaned by-
Sweep Col Wom Freq 1 ce D
Scrub X Freq —

	Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
Col	4	3	X	X	X	1	3	X	X	✓	X	X	✓	X	D✓	✓	✓	✓
wh	5	43	X	X	X	4	11	X	X	✓	X	X	4	X	D✓	✓	✓	✓
															D Workroom			✓

...ory Schedule
...heet 4.

PURYEAR MFG. CO.

By

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

	Cot	Chairs	Comf. Ch	Bench
Rest (5)	X	X	X	X

								Lokr	Shlv	Racks	Wall hk	Seats
Cloak			(1)	Paper on floor								
								(2) hooks on wall.				
	5	E	X(1)	✓	✓	✓	X	X	X	X	(2) ✓	✓

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid (1) ✓ Chg. of Dr. full time X Dr. part time X
Other ~~of fire~~ girl No Resp. X Med. exam X Other welfare X

Iodine gauze only

(5) One girl was resting on two chairs, couch appeal.

Tennessee.

Drugs & Chemicals

14 Schedules

6. Tennessee-Drug+Chemicals

3-7-6

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Forest Products Chemical Address Hollywood
2. Product Wood Alcohol & Charcoal City Memphis, Tenn
3. Person inter. Mr H. W. Boisen Pos. Member of firm Agent E. E.
   Person inter. Pos. Date March 9, 1925
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	5	75	80	Men			
Women	0	19	19	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	5	94	99	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7:30	5	1/2 hr	—	9 ✓	Day					
Sat.	7:30	12:30			5 ✓	Sat.					

Reg Wk Days 5-2 ✓ Reg wk Hrs ~~48~~ 50 Reg Wk Day — Reg Wk Hrs

6. Seasonal or overtime X Work of women dependent on output of furnaces. Afternoons have short days.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period 5-2 dy Vac. without pay X With pay ✓
   Deductions X
   Bonus or commission X
   Overtime pay Regular hourly rate
9. Employment policy
   Empl. mgr. X Oth. centr. method Foreman Other —
   Records kept X

...el Chemical - Memphis'

... Schedule
... 2.

10. Stairways:

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
			O. K.	O. K.					

11. Employees allowed to use elevators. —

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Outside open shed		1	Ces	✓	×		—	—	Open	×	Dust	—

O.K. Vent —

Notes Women worked in shed outside of furnace room. The charcoal came from the furnaces in hoppers. Women were bagging charcoal in paper sacks. The shed faced south and was open on the south and west sides - boarded on east side.

17. Cleaning: Sweep ✓ Women Freq. Several times daily to recover charcoal.

By whom : Scrub × Freq. —

18. Natural light: Open shed - no windows

Shades or awnings × —

In roof

Glare

General Statement

19. Art.light: Gen.light: × —

Indiv.hang.or adj.

Glare

General statement

Chem.

ory Schedule
eet 3.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Stand					
All	None	—	×	—	Work not such that it would be possible to sit.
Both					

21. Heating None

22. Drinking facilities

		Floor	Kind
Public	×		
Conven.	×		
Bblr.san.	×		
Bblr.Unsan.	✓	None	
Cooled	×		
Tank	×		
Cooler	×		
Faucet	×		
Other	×		
Cup. Ind.	×		
Cup. Com.	×		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq

Notes No washing facilities except at spigot at the bubbler in the yard

24. Toilets: Kind Plbg Paper ✓ Instrt × Room cleaned by- Women
Seat rpr × Clean × Hand fl. × Seat fl. × Sweep × Freq —
Plbg rpr × Clean × Auto fl. × Freq — Scrub × Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
Shed		×	×	×	2	10	×	×	✓	×	—	✓	×	—	✓	×	×

Toilet and dressing room were in a shed about 100 yds from work place. Floor of dressing room covered with charcoal. Toilet out of repair, - could only be flushed by pouring pail of water into seat. Water had to be carried from spigot in yard. Very dirty.

Chem

Schedule

4.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch													

Rest								Cot	Chairs		Comf. Ch		Bench

Cloak	Cem	Toilet	✓	×	✓	×	×	Lokr ×	Shlv ×	Racks shelf	Wall hk nails		Seats Benches

26. Uniforms req. by firm × Kind — Supplied by firm —

laundered by firm — Free — Cost to girl —

27. Health service:

Hosp. × First aid ✓ Chg. of Dr. full time × Dr. part time ×

Other Office No Resp. × Med. exam — Other welfare —

All colored women.
Air was filled with fine particles of charcoal.
Women had old hats on and their clothing was
covered with black dust.

3-7-8

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory J. R. Watkins Co. Address Iowa Ave.
2. Product Drugs - extracts - toilet goods City Memphis, Tenn
3. Person inter. Mr. A. G. Maxwell Pos. Plant Supt Agent E. E.
   Person inter. — Pos. — Date March 10, 1925
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	6	8	14	Men			
Women	15	16	31	Women			
Girls	X	X		Girls			
Boys	X	X		Boys			
Total	21	24	45	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7:30	5:00	1 hr.	—	8½	Day					
Sat.	7:30	4:00	1 hr.		7½	Sat.					

Reg Wk Days 6 8½ Reg wk Hrs 50 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime During May, June, July and August work until 1:00 o'clock on Saturday.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period 6 days Vac. without pay ✓ With pay X
   Deductions X
   Bonus or commission X
   Overtime pay Regular rate - Seldom necessary.
9. Employment policy
   Empl. mgr. X Oth. centr. method Supt. Other
   Records kept ✓ Show experience - nearest relatives - length of service in plant and rate of pay.

Atkins Co
Schedule
Sheet 2.

10. Stairways:

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
2 inside			O. K.	O. K.					Stairways of
1 to 2									cement about 3½ ft
2 to 3	Cem.	×	✓	✓	×	×	✓		wide; metal
3 to 4									rails; well lighted
									and generally good

11. Employees allowed to use elevators ×
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	O.K.
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Packing & Shipg.		2	Cem	✓	✓		×	×	✓	×			✓
Filling & Labeling		3	"	✓	✓		×	×	✓	×			✓
Labeling		4	"	✓	✓		×	×	✓	×			✓

Notes Sprinkler system

Workrooms very clean.

17. Cleaning: Sweep Colored maid & janitor Freq. Daily
By whom : Scrub " " Freq. Irregularly at 1 or 2 wk. intervals

18. Natural light: Good - Modern swing factory windows with translucent wire glass.
Shades or awnings × Not necessary
In roof ×
Glare None windows translucent
General Statement Natural light adequate and well diffused throughout plant.

19. Art.light: Gen.light: Ceiling lights - unfrosted bulbs
Indiv.hang.or adj. with no shades close to ceiling.
Glare ×
General statement Artificial light used only on winter evenings.

...s Co.

...ory Schedule
...eet 3.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit			~~Fot~~	~~✓~~	Some of work tables, had footrests.
×					
Stand					
×					Every girl had the use of an individual bench like stool without back. Stools were in several sizes and girls were allowed to pick the height most comfortable.
Both All	None	✓	✓	✓	

21. Heating Pipes along ceiling

22. Drinking facilities

23. Washing facilities

		Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	—												
Conven.	✓												
Bblr.san.	—												
Bblr.Unsan.	—												
Cooled	—	2	Sink in wk	×	×	✓	✓	✓	✓	Linen	1/wk	×	—
Tank	Wooden keg	3	" rm.	×	×	✓	✓	✓	✓	"	"		
Cooler	Iced	4	"	×	×	✓	✓	✓	✓	"	"		
Faucet													
Other	—												
Cup. Ind.	—												
Cup. Com.	✓												

Notes Besides sinks in wk. rm there was a basin in white-women's dressing rm. on third floor.

24. Toilets: Kind Plbg. Paper ✓ Instrt ×
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. ×
Plbg rpr ✓ Clean ✓ Auto fl. × Freq —

Room cleaned by- Col. md.
Sweep ✓ Freq Daily
Scrub ✓ Freq Irregularly

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	Light oth rm.	out wnd	art	Room cln
2	10	×	×	×	1	10	✓	✓	✓	✓	×	✓	×	✓	✓	✓	✓
~~3~~	~~15~~	~~×~~	~~×~~	~~×~~	~~1~~												
4	6	×	×	×	1	6	✓	✓	✓	✓	×	✓	×	✓	✓	✓	✓
3 White	7	×	×	×	1	7	✓	×	✓	✓	✓	✓	×	×	✓	✓	✓
3 Negro	8	×	×	×	1	8	✓	✓	×	✓	×	✓	×	✓	✓	✓	✓

Toilet rooms good except that ~~that on one side of bathroom~~ some were not ceiled; - only the one in the white women's dressing room was ceiled. No toilet in colored women's dressing rm. Practically all white women used toilet on 3d fl.

...ory Schedule
Sheet 4.

25. Service Facilities.

Lunch	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
White	3d	Cloak Toilet	✓	✓	✓	×	×	×	✓	✓	×	×	×
Negro	3d	Cloak	✓	✓	✓	×	×	×	✓	✓	×	×	×

Rest	Cot	Chairs	Comf. Ch	Bench
None				

Cloak								Lokr	Shlv	Racks	Wall hk	Seats
White	3d	Lunch	✓	✓	✓	×		Note	✓	×	✓	✓
Negro ~~White~~	3d	"	✓	✓	✓	×			✓	×	✓	✓

26. Uniforms req. by firm ✓ Kind Apron + Cap Supplied by firm ✓
laundered by firm × Free — Cost to girl None - uniforms remain the property of co.

27. Health service:
Hosp. × First aid ✓ Chg. of Dr. full time × Dr. part time ×
Other ~~Supt.~~ Floorlady No Resp. × Med. exam × Other welfare ×

Lockers - The walls of the dressing room had long wooden cup-board like compartments each with a shelf and hooks, but these compartment did not have doors. Ea. women had her own cupboard or locker.

✓ 4-7-10

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Cumberland Mfg Co. Address Cummins Station
2. Product Spices - drugs - tale. powder. City Nashville, Tenn.
3. Person inter. J. M. Hayne. Pos. Manager. Agent E. E.
   Person inter. _____ Pos. _____ Date March. 30, 1925
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	2	2	4	Men			
Women	16	5	21	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	18	7	25	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7:00	5:30	1½	-	10 ✓	Day					
Sat.	7:00	12:00			5 ✓	Sat.					

Reg Wk Days ~~6~~ 5½ Reg wk Hrs 55 ✓ Reg Wk Day X Reg Wk Hrs X

6. Seasonal or overtime X

7. H.W. given out X Same work done in shop — Identical rates —

8. Wages
   Length pay period 1 wk Vac. without pay ✓ With pay X
   Deductions X
   Bonus or commission X
   Overtime pay No overtime

9. Employment policy
   Empl. mgr. X Oth. centr. method Freman Other X
   Records kept X

...land Spice + Chemical
...Schedule
...t 2.

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
Inside	Cem.	×	×	✓	×	×	✓	→	Stairway had artificial
1 to 3d								×	light at bottom but
									very dark near top.
									Treads slanted outward
									and stairway long and
									difficult to ascend.

11. Employees allowed to use elevators No
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent. a X
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
2d floor		2	Cem.	✓	×	—	✓	×	✓	×		No fans	×
3d "		3	"	✓	×		✓	×	✓	×		No fans	×

Notes Not possible - (manager said) to use fans in summer because it blows spices around when they are being packed.

Floor dirty.

17. Cleaning: Sweep ✓ Porter Freq. Daily
By whom : Scrub × Freq. —

18. Natural light: At ends of workrooms.

Shades or awnings ×
In roof ×
Glare ×
General Statement Natural lighting poor. Center of workroom and section near stairway dark.

19. Art.light: Gen.light: Unshaded bulbs - drop cord.
Indiv.hang.or adj. ×
Glare From unshaded bulbs.
General statement Artificial lighting poor - intensity insufficient and shades lacking entirely. Dim light and dirt made room seem unusually dreary.

...land Spice & Chemical
...y Schedule
...et 3.

20. Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Stand					Boxes turned on end where the common seating facilities. Besides the boxes there were about 1/2 dozen stools.
Both					
Packer	C	×	×	✓	
Labeler	4 note				

21. Heating

22. Drinking facilities

		Floor	Kind
Public	×		
Conven.	×		
Bblr.san.	×		
Bblr.Unsan.	×	2	Iron sink
Cooled	—	3	" "
Tank	In summer		
Cooler	—		
Faucet	✓		
Other	+		
Cup. Ind.	+		
Cup. Com.	+		

23. Washing facilities

	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	×	×	×	×	×	×	—	—	—	—
Conven.	×	×	×	×	×	×	—	—	—	—
Bblr.san.										
Bblr.Unsan.										
Cooled										
Tank										
Cooler										
Faucet										
Other										
Cup. Ind.										
Cup. Com.										

Notes Old iron sinks - one of them hanging on a rusty bracket on one side in the dressing room only washing facility

24. Toilets: Kind Plbg. Paper ✓ Instrt × Room cleaned by Cl. Woman
Seat rpr ✓ Clean × Hand fl ✓ Seat fl. × Sweep ✓ Freq 1/2 a week
Plbg rpr ✓ Clean × Auto fl. — Freq — Scrub × Freq —

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
2d (Col)	5	×	×	×	1	5	✓	×	×	✓	✓	×	×	✓	×	✓	×
3d White	~~17~~ 16	×	×	×	1	~~17~~ 16	✓	×	×	✓	✓	×	×	✓	×	✓	×

Toilet rooms small - dark and dirty.

...dard Spice & Chemical
...y Schedule
...eet 4.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch			None										

Rest	None	Cot	Chairs	Comf. Ch		Bench

Cloak	Clw. 2d	—	×	✓	×	×	×	Lokr ×	Shlv ×	Racks —	Wall hk ✓ × Nails	Seats Old box

26. Uniforms req. by firm × Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. × First aid × Chg. of Dr. full time — Dr. part time —
Other × No Resp. — Med. exam × Other welfare +

Dreary and dirty generally. No attempt to provide comforts of any sort for the women.

3-7-7

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory W. T. Rawleigh Co. Address Illinois Avenue
2. Product Drugs - toilet goods - extract City Memphis Tenn.
3. Person inter. H. C. Ousley Pos. Gen. Manager Agent E. E.
   Person inter. Mr. Shank Pos. Plant Supt. Date 3/10/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	5	12	17	Men			
Women	15	2	17	Women			
Girls	—	—	—	Girls			
Boys	—	—	—	Boys			
Total	20	14	34	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7:00	5:00	1 hr	—	9 ✓	Day					
Sat.	7:00	12:00	—	—	5 ✓	Sat.					

Reg Wk Days 5 ~~30 hr.~~ Reg wk Hrs 50 ✓ Reg Wk Day _____ Reg Wk Hrs _____

6. Seasonal or overtime
   Paid on a weekly basis of $9, $10 or $11 for holidays.
7. H.W. given out _____ Same work done in shop _____ Identical rates _____
   New women employees begin and all are guaranteed $9.00 a wk.
8. Wages
   Length pay period 52 Vac. without pay Optional With pay _____
   Deductions X
   Bonus or commission After 2 yrs. service receive a bonus of 2% of annual earnings for each year service. Maximum 10%
   Overtime pay Never necessary. Increase force if business is heavy.
9. Employment policy
   Empl. mgr. X Oth. centr. method Supt. Other X
   Records kept ✓

...eigh -
...y Schedule
...et 2.

10. Stairways:

Location	Mat	Wind	Light	Hand Rl	Nar	Stp	Rpr	Other	Notes
Flr. 2d H			O. K.	O. K.					
Inside	Cem.	×	✓	✓	×	×	✓	–	Good stairways

11. Employees allowed to use elevators ×
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Pkg & Labeling		2	Cem	✓	✓	—	×	×	✓	×	×	—

Val o.t ✓

Notes Building modern factory type - concrete floors - swinging windows on all sides. Unknown airy and clean.

17. Cleaning: Sweep ✓ Col. maid & porter Freq. Daily.
By whom : Scrub ✓ Porter Freq. Weekly
18. Natural light: Modern factory windows with translucent glass.
Shades or awnings × - Not needed
In roof ×
Glare ×
General Statement Natural light adequate.

19. Art.light: Gen.light: Unfrosted bulbs close to ceiling -
Indiv.hang.or adj. ×
Glare × Lights not on - seldom used.
General statement Artificial lighting did not seem adequate but probably rarely used.

Schedule

Raleigh -

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit X	—	—	—	—	
Stand X	—	—	—	—	Plenty of the ordinary round flopped stool without back.
Both All	Stools	✓	×	✓	No footrests on table

21. Heating Pipes along walls - no grits near.

22. Drinking facilities

23. Washing facilities

		Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	×												
Conven.	✓												
Bblr.san.	×												
Bblr.Unsan.	×												
Cooled	—	2d	sink in	×	×	✓	✓	✓	✓	Linen	2 wk	×	—
Tank	✓	Corr	wk. rm.	×									
Cooler	✓												
Faucet	—												
Other	—												
Cup. Ind.	✓												
Cup. Com.	×												

Notes

24. Toilets: Kind Plbg. Paper ✓ Instrt × Room cleaned by- Col. maid
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. × Sweep ✓ Freq Daily
Plbg rpr ✓ Clean ✓ Auto fl. × Freq — Scrub ✓ Freq N.R.

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
2d	17	+	×	×	2	9	✓	✓	✓	✓	✓	✓	×	×	✓	✓	✓

Toilet room clean - built w part of workroom but completely sealed.

Schedule
t 4.
N. Raleigh.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch	3d	—	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	—

Rest	2d	Cloak	✓	✓	✓	✗	—	Cot ✓	Chairs ✓	Comf. Ch ✓	Bench —

Cloak	2d	Rest	✓	✓	✓	✗	✗	Lokr ✓	Shlv ✓	Racks ✗	Wall hk —	Seats In rest room yes

26. Uniforms req. by firm ✓ Kind Aprons Supplied by firm ✓
laundered by firm ✗ Free ✓ Cost to girl —

27. Health service:
Hosp. ✗ First aid ✓ Chg. of Dr. full time ✗ Dr. part time ✗
Other Sugt. No Resp. ✗ Med. exam ✗ Other welfare ✗

A regular dining room where a 25¢ table d'hote lunch is served. Can buy only hot drinks and must eat lunch in dining room if they remain in plant.

Rest room had curtains at window, couch, mgs rocking chairs and a writing table; an attractive room.

8-7-4

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Plough Chemical Address 2nd St. & Layoza
2. Product Toilet articles City Memphis
3. Person inter. per C. Ozier Pos. Supt. Treas + Secy Agent E. L. Best
   Person inter. Mr. Plough Pos. Pres. Date 3/9/45
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	3	48	51	Men			
Women	96	—	96	Women			
Girls	— *	—	—	Girls			
Boys	—	—	—	Boys			
Total	99	48	147	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7 30	5 30	45	—	9 ✓	Day					
Sat.	7 30	1 00	—	—	5 2 ✓	Sat.					

Reg Wk Days 5 2 ✓ Reg wk Hrs 51 3 ✓ Reg Wk Day — Reg Wk Hrs —

6. Seasonal or overtime Very steady

7. H.W.given out X Same work done in shop — Identical rates —

8. Wages
   Length pay period 1 wk Vac.without pay X With pay X
   Deductions X
   Bonus or commission 10 % on earnings if full week is worked
   for piece workers only
   Overtime pay No overtime

9. Employment policy
   Empl.mgr. — Oth.centr.method — Other Supt. or foreman
   Records kept X

~~Factory Schedule~~
Sheet 2. Plough Chemical Co

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
Side	wood	X	✓	✓	X	X	✓	—	—
"	"	✓	✓	✓	✓	X	✓	—	—
Fire-esc. outside									

11. Employees allowed to use elevators None

Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Filling & packing	A	2	wood	✓	✓	—	X	X	✓	fans	Dust	—
Packing & re-inspec	B	3	wood	✓	✓	—	X	X	✓	fans	—	—

Notes 15 - Girls filling powder boxes & cans are in glass enclosure ~~with large Exhaust system~~. Fine powder covers them (3 girls) Exhaust fans were at one end of wall in 2nd floor & 3

17. Cleaning: Sweep Porter Freq. daily
By whom : Scrub " Freq. Sat.

18. Natural light: Windows on 3 sides - occupations do not need much light

Shades or awnings X

In roof X

Glare X

General Statement Lighting satisfactory for type of work done

19. Art.light: Gen.light: Overhead bulbs with reflectors - well placed

Indiv.hang.or adj. X

Glare X

General statement Lighting good

Schedule
Plough Chemical Co.

Occupations	Seats Kind	Seats No. o.k.	Footrests Kind	Footrests Need	Notes
Sit Packers	wire	✓	rod	✓	
Inspectors	chairs	✓	rods	✓	
	with		Table		
	wooden				
Stand	seats & backs				
Fillers	Same	✓		✓	Laborers standing on
Labellers	+				sheets of brown paper
	stools				
Both					
Same packers	chairs	✓		✓	
" Labellers	stools	✓		✓	

21. Heating Radiators along wall by windows

22. Drinking facilities / 23. Washing facilities

	Drinking facilities	Floor	Kind	Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
Public	—												
Conven.	—												
Bblr. san.	—												
Bblr. Unsan.	✓	wood	enamel	X	X	✓	✓	✓	X	—	—	—	—
Cooled	✓		bowls										
Tank	—												
Cooler	—												
Faucet	—												
Other	—												
Cup. Ind.	—												
Cup. Com.	—												

Notes

24. Toilets: Kind Plumbing Paper ✓ Instrt X
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. —
Plbg rpr ✓ Clean ✓ Auto fl. — Freq —

Room cleaned by-
Sweep Porter Freq daily
Scrub " Freq weekly

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
2nd	76	—	X	X	3	32	✓	✓	✓	X	✓	X	✓	X	X	✓	✓

ory Schedule
et 4. Plough Chemical Co.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch													

	Cot	Chairs	Comf. Ch	Bench
Rest				

Cloak	X							Lokr	Shlv	Racks	Wall hk	Seats
								✓ in room	—	X in room	X	X

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ Chg. of Dr. full time — Dr. part time —
Other — No Resp. ~~Sufficient~~ Med. exam — Other welfare —
of press or any of girls

3-7-9

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Commercial Chemical Co Address 394 Front St
2. Product Insecticide City Memphis Tenn.
3. Person inter. J D Anglin Pos. Treas. Agent C.B.P.
   Person inter. x Pos. x Date 3/6/25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	2	4	6	Men			
Women	10	x	10	Women			
Girls	x	x	x	Girls			
Boys	x	x	x	Boys			
Total	12	4	16	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7.00	4.45	45	x	9	Day					
Sat.	7.00	1.00	15	x	5 3/4	Sat.					

Reg Wk Days 5 1/2 Reg wk Hrs 50 3/4 Reg Wk Day — Reg Wk Hrs —

6. Seasonal or overtime Very seasonal, Oct Nov Dec practically no business.
7. H.W.given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period Weekly Vac.without pay X With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X
9. Employment policy
   Empl.mgr. X Oth.centr.method Sept Other X
   Records kept X

Schedule
2.

Commercial Chemical Co
Memphis Tenn

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
1-2 Inside	wood	x	✓	✓	x	x	✓	x	
1-2 Inside	wood	x	✓	x	✓	x	✓	x	
1-2 Inside	wood	x	✓	x	x	x	✓	x	

11. Employees allowed to use elevators —
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem
Packing	17	2nd	Wood	✓	✓	x	x	x	✓	x	x	x

① Toilet vents into workroom.

Vent ok

① x

Notes Workroom very comfortable and airy.
Wintergreen odor in product not very strong so does not make girls sick.

17. Cleaning: Sweep Columbus maid Freq. 1 ce day
By whom : Scrub x Freq. —

18. Natural light: Four sides large sash windows, semi-transparent on one side.
Shades or awnings x
In roof x
Glare ✓ Glare for a few girls who face west side.
General Statement Natural light good.

19. Art.light: Gen.light: General electric drop lights unshaded bulbs.
Indiv.hang.or adj. x
Glare ✓ Unshaded bulbs.
General statement Artificial not very good bulbs for apart and room large.

y Schedule
et 3.

Commercial
Chemical Co
Memphis Tenn

20. Occupations

	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit					
Label	17	✓	x	x	
Stand					
Pack	x	—	—	—	
fill bottles	x	—	—	—	
Both					

21. Heating Steam Radiators girls not near.

22. Drinking facilities

		Floor	Kind
Public	x		
Conven.	✓		
Bblr.san.	x		
Bblr.Unsan.	✓	2nd	4 Basins
Cooled	✓		
Tank	x		
Cooler	x		
Faucet	x		
Other	x		
Cup. Ind.	x		
Cup. Com.	x		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
x	x	✓	x	✓	✓	—	—	4	1 a D

Notes

24. Toilets: Kind Plumb Paper ✓ Instrt x
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. x
Plbg rpr ✓ Clean ✓ Auto fl. x Freq —

Room cleaned by-
Sweep col maid Freq 1 a D.
Scrub col maid Freq 1 a D

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
wh. 2nd	10	x	x	x	3	3	✓	x	✓	x	x	✓	x ①	✓	✓	✓	✓

① Toilet only partitioned off rents right work room

Schedule 4.

Commercial Chemical Co Memphis Tenn.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	① ✓
								a small electric plate.					

	Cot	Chairs	Comf. Ch	Bench
Rest	X	X	X	X

	Lokr	Shlv	Racks	Wall hk	Seats
Cloak	X	✓	X	✓	✓

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ① ✓ Chg. of Dr. full time X Dr. part time X
Other ~~forclady~~ No Resp. X Med. exam X Other welfare X

① Iodine turpentine gauze abs. cotton.
All taken care of immediatly sent to a doctor, no matter how small the injury, saves money in the long run, have never had a court case

4-7-11

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

1. Name of factory Spurlock Neal Co Address 2nd Ave
2. Product Drugs. City Nashville Tenn.
3. Person inter. Mr. F. L. Smith Pos. Supt. of laboratory Agent H. M. H.
   Person inter. Mr. Gilliland Pos. Mgr. Date 3-29-25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	4	3	7	Men			
Women	8	X	8	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	12	3	15	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7.30	5	30 min	X	9	Day					
Sat.	7.30	12	X	X	4½	Sat.					

Reg Wk Days 5½ Reg wk Hrs 49½ Reg Wk Day _____ Reg Wk Hrs _____

6. Seasonal or overtime December slack.

7. H.W. given out X Same work done in shop — Identical rates —

8. Wages
   Length pay period wkly. Vac. without pay ✓ With pay X
   Deductions X
   Bonus or commission X
   Overtime pay X

9. Employment policy
   Empl. mgr. X Oth. centr. method X Other Supt. X
   Records kept X

~~ry~~ Schedule
Set 2. Spurlock Neal Co
Nashville Tenn.

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
									① Very high between 1+2
~~1 w~~ 1-3	wood	x	✓	✓	X	① ✓	✓	✓ dirty	

11. Employees allowed to use elevators X freight only.
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	Vent O.K
filling+label	A	3	~~Cem~~ wood	✓	① X	x	X	X	✓	X	X	X	✓
fill + label	B	3	wood	✓	① X	splinter	x	X	✓	X	x	x	✓

Notes ① Floor thick with products; when it gets thick we scrape it off about 1ce-2ce year.

17. Cleaning: Sweep porter Freq. 1ce D.
By whom : Scrub X Freq. —

18. Natural light: A. high wind 2 sides B. high wind 1 side.

Shades or awnings shades S.W. side.
In roof X
Glare X
General Statement Natural light good.

19. Art.light: Gen.light: dp lt. low. unshaded.
Indiv.hang.or adj. X
Glare ✓ dp lts. unshaded
General statement Nat satis. glare from unshaded low hung lights.

ctory Schedule
Sheet 3. Spurlock Neal Co
Nashville Tenn.

20.

Occupations	Seats Kind	Seats No.o.k.	Footrests Kind	Footrests Need	Notes
Sit ~~fill & pack~~	~~H.q.~~	~~✓~~	~~x~~	~~x~~	
Stand					
Both Fill & pack	H.q.	✓	x	~~x~~ ✓	
label	D	✓	x	✓	

21. Heating steam radiators middle of room. O.K.

22. Drinking facilities

		Floor	Kind
Public	x		
Conven.	✓		
Bblr.san.	—		
Bblr.Unsan.	—	3	2 washbowls
Cooled	—		
Summer Tank	✓	In toilet room.	
Cooler	x		
Faucet	✓		
Other	x		
Cup. Ind.	✓		
Cup. Com.	x		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels Fur	Individual Kind	Individual Freq	Common No	Common Freq
x	x	✓	x	✓	✓	cloth	ice W	~~x~~	—

Notes

24. Toilets: Kind flush Paper ✓ Instrt x Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. x Sweep porter Freq ice D
Plbg rpr ✓ Clean ✓ Auto fl. x Freq — Scrub porter Freq ice - 2 wks

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
wh. 3	8	x	x	x	9	4	✓	x	✓	x wood	✓	✓	x	clk	✓	✓	✓

...tory Schedule
Sheet 4. Spunlock Meal Co
Nashville Tenn

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch													

Rest								Cot	Chairs	Comf. Ch		Bench

Cloak	3		✓	✓	✓	✓	X	Lokr X	Shlv X	Racks X	Wall hk ✓	Seats ✓

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ (1) Chg. of Dr. full time X Dr. part time X
Other X No Resp. X (1) Med. exam X Other welfare X

27-(1) The place is full of it. Can get anything they want. Are working right in 1st Aid materials

5-6-7-14

Factory Schedule
Sheet I.

U. S. DEPARTMENT OF LABOR
WOMEN'S BUREAU

372

1. Name of factory National Toilet Co Address
2. Product face powder, rouge, creams City Paris Tenn
3. Person inter. Mr. W.C Johnson Pos. Pres. Agent H.M.H.
   Person inter. Mr. DE Nealon Pos. Chemist Date 9-9-25
4. Number employed Day Night

	White	Col.	Total		White	Col.	Total
Men	X	5	5	Men			
Women	15	X	15	Women			
Girls	X	X	X	Girls			
Boys	X	X	X	Boys			
Total	15	5	20	Total			

5. Firm's scheduled hours

	Begin	End	Lunch	Rest	Total		Begin	End	Lunch	Rest	Total
Day	7		1 hr.	x	8½		Day				
Sat.	7		1 hr	x	8½		Sat.				

Reg Wk Days 6 Reg wk Hrs 51 Reg Wk Day Reg Wk Hrs

6. Seasonal or overtime ~~Jan 1st April 1st get Aft o~~ Beginning Jan 1st. 1924. worked 5 hrs. Busies Aug. Sept. Oct.
7. H.W. given out X Same work done in shop — Identical rates —
8. Wages
   Length pay period wk. Vac. without pay X With pay X
   Deductions X
   Bonus or commission X 1 wks salary at Christmas
   Overtime pay X
9. Employment policy
   Empl. mgr. X Oth. centr. method Chemist Other X
   Records kept X

~~Sy~~ Schedule
st 2. National Toilet Co.
Paris Tenn.

10. Stairways:

Location	Mat	Wind	Light O. K.	Hand Rl O. K.	Nar	Stp	Rpr	Other	Notes
Inside 1-2	word	X	✓	✓	X ①	X	✓	X	① This building used to be the "Opera House" so stairway is wide & wide.

11. Employees allowed to use elevators X
Workrooms.

12. Rooms			13. Floors				14. Aisles		15. Ventilation			16. Other	Vent O.K.
Workroom	Code	Fl.	Mat.	Rpr.	Cln.	Other	Obst.	Nar.	Nat.	Artif	Special problem	Problem	
Fill + label	A	2	wood	✓	✓	Splintery	X	X	✓	pad fans	X	X	✓
Fill + label	B	2	wood	✓	✓	Splintery	X	X	✓	pad fans	① X	X	✓

Notes ① possible that it may be dusty when working on powder, but Agent could not find out

17. Cleaning: Sweep porter Freq. 1 ce D
By whom : Scrub X Freq. —

18. Natural light: A large sash windows 1 side

Shades or awnings ✓

In roof X

Glare X

General Statement Natural light fair. Probably need Artificial lt. in back part of room on a dark day.

19. Art.light: Gen.light: A-B Dp. lts - paper shades

Indiv.hang.or adj. X

Glare X

General statement Artif light good. Heavy paper had been cut round & shaped to make a shade in each light.

Schedule
National Toilet Co.
Paris Tenn.

Occupations	Seats Kind	Seats No. o.k.	Footrests Kind	Footrests Need	Notes
Sit					① All the boxes had pads of some kind.
					girls work on all jobs so they have chance to sit or stand.
Stand					
Both (fill & label.) pads	H. ① E	✓	x	x	

21. Heating steam radiators along walls. girls works around pretty much where they please.

22. Drinking facilities

		Floor	Kind
Public	x		
Conven.	✓		
Bblr. san.	–		
Bblr. Unsan.	–	2	1 wash bowl.
Cooled	–		1 sink
Tank	x		
summer Cooler	✓		
Faucet	✓		
Other	x		
Cup. Ind.	x ①		
Cup. Com.	x		

23. Washing facilities

Share with M	Share with P	Cln	Hot water	Soap	Towels: Fur	Individual Kind	Individual Freq	Common No	Common Freq
x	x	✓	x	liq	x	–	–	–	–
					use cheese cloth which is in stock room				

Notes ① girls bring own cups.

24. Toilets: Kind plumb Paper ✓ Instrt x Room cleaned by-
Seat rpr ✓ Clean ✓ Hand fl. ✓ Seat fl. x Sweep porter Freq 1a w
Plbg rpr ✓ Clean ✓ Auto fl. x Freq – Scrub porter Freq 2-3 x per yr.

Fl	No. using- Women- W	Oth	M.	P.	No. of seats	No. per seat	Seat encl	Room deg.	Scrn.	Flr. non-abs	Room ceil	Ventilation out wnd	art	oth rm.	Light out wnd	art	Room cln
2	16	x	x	x	1	16	✓	x	✓	x wood	x	x	x	store rm	x	✓	✓

Mgr. says order has been placed to put in another toilet seat.

Schedule
4. National Toilet Co
Paris Tenn.

25. Service Facilities.

	Fl	Comb with	Cln	Artif light	Out wnd	Toilet ventil into	Supr	Caf	Tab	Seat	Hot F	Hot D	Ck. conv.
Lunch								X	X	X	X	X	X

Rest								Cot	Chairs		Comf. Ch		Bench
								X	X		X		X

Cloak								Lokr	Shlv		Racks	Wall hk	Seats
								X	X		X	✓	X
	Hang wraps in corner of stock room												

26. Uniforms req. by firm X Kind — Supplied by firm —
laundered by firm — Free — Cost to girl —

27. Health service:
Hosp. X First aid ✓ ① Chg. of Dr. full time X Dr. part time X
Other chemist No Resp. X Med. exam X Other welfare X

27-① Chemist in charge of work attends to anything necessary. Have very little.